

Cabinet

Agenda

MONDAY
3 JUNE 2024
7.00 pm

GROUND FLOOR
145 KING STREET
LONDON W6 9XY

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Date Issued
23 May 2024

Membership

Councillor Stephen Cowan, Leader of the Council
Councillor Ben Coleman, Deputy Leader
Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Councillor Bora Kwon, Cabinet Member for Civic Renewal,
Councillor Alex Sanderson, Cabinet Member for Children and Education
Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology
Councillor Andrew Jones, Cabinet Member for The Economy,
Councillor Frances Umeh, Cabinet Member for Housing and Homelessness
Councillor Rowan Ree, Cabinet Member for Finance and Reform
Councillor Sharon Holder, Cabinet Member for Public Realm

If you require further information relating to this agenda please contact:
Katia Neale, Committee Coordinator, tel: 07776 672 956 or email:
katia.neale@lbhf.gov.uk

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PUBLIC NOTICE

The Cabinet hereby gives notice of its intention that it may want to hold part of this meeting in private to consider the exempt elements of items **6-7** which are exempt under paragraph 3 of Schedule 12A to the Local Government Act 1972, in that they relate to the financial or business affairs of any particular person, including the authority holding the information.

The Cabinet has received no representations as to why the relevant part of the meeting should not be held in private.

Members of the Public are welcome to attend but spaces are limited. To register for a place please contact katia.neale@lbhf.gov.uk. Seats will be allocated on a first come first serve basis. A loop system for hearing impairment is provided, together with disabled access to the building.

DEPUTATIONS

Members of the public may submit a request for a deputation to the Cabinet on item numbers **4-7** on this agenda using the Council's Deputation Request Form. The completed Form, to be sent to Katia Neale at the above address, must be signed by at least ten registered electors of the Borough and will be subject to the Council's procedures on the receipt of deputations. **Deadline for receipt of deputation requests: Wednesday 29 May 2024.**

COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES

A decision list regarding items on this agenda will be published by **Tuesday 4 June 2024**. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is: **Friday 7 June 2024 at 3.00pm**. Decisions not called in by this date will then be deemed approved and may be implemented.

A confirmed decision list will be published after 3:00pm on **Friday 7 June 2024**.

Cabinet Agenda

3 June 2024

<u>Item</u>	<u>Pages</u>
1. MINUTES OF THE CABINET MEETING HELD ON 13 MAY 2024	5 - 7
2. APOLOGIES FOR ABSENCE	
3. DECLARATION OF INTERESTS	
<p>If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.</p> <p>At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.</p> <p>Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.</p> <p>Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Standards Committee.</p>	
4. HATE CRIME STRATEGY 2024-2028	8 - 54
5. AMENDMENTS TO FIXED PENALTY NOTICE CHARGES TO BE ISSUED BY THE LAW ENFORCEMENT TEAM	55 - 63
6. H&F COMPANIES UPDATE	64 - 67

This report has seven appendices which contain information exempt within the meaning of Schedule 12A to the Local Government Act 1972 and are not for publication. The appendices have therefore been circulated with restrict access.

Any discussions on the contents of an exempt appendix will require Cabinet to pass the proposed resolution identified at the end of the agenda to exclude members of the public and the press the proceedings for that discussion.

7. AVONMORE PRIMARY SCHOOL - CONSTRUCTION CONTRACTOR PROCUREMENT STRATEGY BUDGET AND REQUEST 68 - 110

This report has one appendix which contains information exempt within the meaning of Schedule 12A to the Local Government Act 1972 and is not for publication. The appendix has therefore been circulated with restrict access.

Any discussions on the contents of an exempt appendix will require Cabinet to pass the proposed resolution identified at the end of the agenda to exclude members of the public and the press the proceedings for that discussion.

8. FORWARD PLAN OF KEY DECISIONS 111 - 160

9. DISCUSSION OF EXEMPT ELEMENTS (ONLY IF REQUIRED)

LOCAL GOVERNMENT ACT 1972 - ACCESS TO INFORMATION

Proposed resolution:

Under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of an item of business, on the grounds that it contains the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.

London Borough of Hammersmith & Fulham

Cabinet Minutes



Monday 13 May 2024

NOTE: A recording of the meeting can be watched at on YouTube at: YouTube, <https://youtube.com/live/AbxsZ5VQqa4?feature=sh>

PRESENT

Councillor Stephen Cowan, Leader of the Council
Councillor Ben Coleman, Deputy Leader
Councillor Wesley Harcourt, Cabinet Member for Climate Change and Ecology
Councillor Sharon Holder, Cabinet Member for Public Realm
Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Councillor Bora Kwon, Cabinet Member for Civic Renewal
Councillor Rowan Ree, Cabinet Member for Finance and Reform
Councillor Alex Sanderson, Cabinet Member for Children and Education
Councillor Frances Umeh, Cabinet Member for Housing and Homelessness

ALSO PRESENT

Councillor Adronie Alford
Councillor Max Schmid

1. MINUTES OF THE CABINET MEETING HELD ON 15 APRIL 2024

RESOLVED:

That the minutes of the meeting of the Cabinet held on 15 April 2024 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

2. APOLOGIES FOR ABSENCE

Apologies for Absence were received from Councillor Andrew Jones.

3. DECLARATION OF INTERESTS

There were no declarations of interest.

4. OLD LAUNDRY YARD SITE REGENERATION AND CONSTRUCTION OF 40 AFFORDABLE HOMES

In the absence of Councillor Andrew Jones, the Cabinet Member for the Economy, the Leader introduced the report. It requested approval of a range of recommendations to provide new affordable housing across the borough, improve the Shepherd's Bush Market and contribute towards the wider regeneration of Shepherds Bush. The Leader stressed that it was of the upmost importance to the Council to develop the local economy and to provide homes where people could live and become part of the community.

In response to a question from Councillor Adronie Alford, Matt Rumble, Strategic Head of Area Regeneration, replied that there would be two separate access routes on the site.

AGREED UNANIMOUSLY BY THE CABINET MEMBERS:

That Cabinet:

1. Notes that Appendices 2, 3 and 4 are not for publication on the basis that they contain information relating to the financial or business affairs of any person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings as set out in paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972 (as amended).
2. Approves the terms of the acquisition and disposal of the Developer's Land based on the heads of terms attached at Exempt Appendix 2 ("Heads of Terms"). This constitutes an agreement to:
 - (i) enter into the Heads of Terms and Land Swap and Development Agreement and any associated agreements with YCSBL or any subsidiary company guaranteed by YCSBL, which are required to facilitate the delivery of the transaction envisaged in the Heads of Terms;
 - (ii) approve the procurement strategy for the award of the Land Swap and Development agreement to YCSBL by way of an award under the negotiated procedure without prior publication of a contract notice;
 - (iii) approve the award of the Land Swap and Development agreement to YCSBL;
 - (iv) delegate authority to the Strategic Head of Regeneration and Development, in consultation with the Cabinet Member for the Economy and the Arts and the Assistant Director of Legal Services, to finalise and complete negotiations with YCSBL in order to give effect to the decision in (ii and iii) above;

3. Authorises the Assistant Director of Legal Services, or an authorised delegate on their behalf, to settle and execute on behalf of the Council all the necessary documents and public notifications required to implement the recommendations in this report.
4. Approves an additional £755,000 capital budget required to cover the remaining professional fees and Stamp Duty Land Tax. This budget will be financed by HRA borrowing, unless S106 or other external funding is available to fund these costs.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

Note of dispensation in respect of any declared conflict of interest:

None.

5. FORWARD PLAN OF KEY DECISIONS

The Key Decision List was noted.

6. DISCUSSION OF EXEMPT ELEMENTS (ONLY IF REQUIRED)

There was no discussion of exempt elements.

Meeting started: 7.00 pm
Meeting ended: 7.07 pm

Chair

Agenda Item 4

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to:	Cabinet
Date:	03/06/2024
Subject:	Hate Crime Strategy 2024-2028
Report of:	Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Report author:	Jessica Twomey, Community Safety Officer (Hate Crime Lead), Laura Seamons, Service Transformation Lead
Responsible Director:	Bram Kainth, Strategic Director of Environment

SUMMARY

The Hate Crime Strategy for 2024 – 2028 outlines Hammersmith & Fulham Council's commitment to tackling hate crime and hate incidents in the borough. Developed in collaboration with key partners, voluntary organisations, and residents, it aims to foster an environment free from prejudice, and inclusive of all residents and visitors to H&F irrespective of race, religion, sexual orientation, disability and transgender identity.

The strategy's four main objectives are to:

- Prevent hate crime and increase community cohesion
- Increase trust and confidence to encourage reporting of hate crimes and hate incidents
- Provide effective support to those affected by hate crime
- Work with partners to take coordinated action against perpetrators.

Our hate crime strategy builds on the work of the [Equalities Plan](#) by tackling the issue of hate crime. This strategy also feeds into our wider strategies of [tackling crime](#) and [Violence Against Women and Girls](#).

The rise in Antisemitic and Islamophobic offences in London since the start of the conflict in the Middle East, highlights the need for greater community cohesion and support for victims and witnesses of hate crime.

RECOMMENDATION

1. That Cabinet approves the contents and publication of Hammersmith & Fulham's Hate Crime Strategy 2024 – 2028, attached as Appendix 1.
-

Wards Affected: All

Our Values	Summary of how this report aligns to the H&F Values
Creating a compassionate council	This strategy seeks to promote inclusion within the borough, while also offering support to those affected by hate crime and / or hate incidents based on race, faith or religion, disability sexuality and transgender identity. It also addresses preventative measures to stop hate crime and hate incidents from occurring.
Doing things with local residents, not to them	This strategy has been produced in partnership with residents, key partners, and the voluntary and community sector.
Taking pride in H&F	The strategy celebrates the diverse communities in Hammersmith & Fulham and our commitment to tackling all forms of hate and intolerance. We want to ensure anyone who works, lives or visits the H&F can enjoy it free from intolerance and hate.

Financial Impact

This strategy has been developed by the Community Safety Unit, in conjunction with key partners, within existing approved service budgets. Actions within the action plan are mostly expected to be contained within existing service budgets. Where additional funding is required, this will be the subject of separate funding approval reports. As such, this report does not approve any additional funding at this time.

Verified by Kellie Gooch, Head of Finance (Environment), 15th April 2024

Verified by Andre Mark, Head of Finance (Strategic planning and investment), 15th April 2024

Legal Implications

By section 5 of the Crime and Disorder Act 1998 (as amended), local authorities are required to work in partnership with other public authorities (i.e. the police, fire and rescue authorities, primary care trusts and the probation services). Collectively, this group of public authorities is known as Community Safety Partnerships.

Section 6 of the Crime and Disorder Act 1998 places an obligation on Community Safety Partnerships to formulate and implement strategies to reduce crime, re-offending, disorder and combat substance misuse, and in particular tackle different types of crime, affecting their respective areas. Hate crime and hate incidents have been identified as a particular issue and are on the rise in the borough.

Amongst other things, the Hate Crime Strategy 2024-28 sets out how the council will respond to and deal with reports of hate crimes and hate incidents. This will lead to an expectation that the local authority and its partners will adhere to the strategy and

failure to do so may lead to scrutiny of policy and practices; potentially and ultimately, this could lead to formal challenges by way of judicial review or otherwise challenged in the course of legal proceedings via public law defences.

Patricia Rowe, Chief Solicitor (Litigation), 12th April 2024

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

Proposals and Analysis of Options

1. The Hate Crime Strategy sets out the council's priorities for addressing hate crime and hate incidents in the borough. The strategy builds on our previous work with key partners to improve outcomes for victims, increase reporting of hate crimes in the borough, and build further provisions for hate crime prevention.
2. The strategy uses the UK Government's definition of a hate crime¹. A hate crime is any criminal offence which is perceived by the victim, or anyone else, as being motivated by hostility or prejudice based on one or more of the following personal characteristics:
 - Race
 - Religion
 - Sexual orientation
 - Disability
 - Transgender identity

Examples of hate crime can include physical attacks, such as physical assault, damage to property, offensive graffiti and arson, in addition to the threat of attack.

Meanwhile, a hate incident is a non-crime incident which is perceived by the victim, or anyone else to be motivated by hostility or prejudice based on race, religion, sexual orientation, disability or transgender identity.

3. Hate crimes and hate incidents have a significant psychological impact on victims, causing experiences of distress, anxiety, or depression, and inflict fear. They represent an attack on not just the victim, but an entire community or group's identity. Their implications are hence widespread, imposing hostility and fear both at an individual and community level.

¹ [Hate Crime](#)

4. In 2023, 664 hate crimes were reported to the police in Hammersmith & Fulham, this is a rate of hate crime of 3.6 per 1,000 residential population. This is an increase from last year of 16.3% and an increase of 26.5% from 2018.
5. Most of the hate crimes that took place in the borough and in London were racially motivated. 66% of hate crimes reported in the borough were racially motivated.

Objectives & Implementation

6. This strategy sets out our four main objectives, which are to:
 - Prevent hate crime and increase community cohesion
 - Increase trust and confidence to encourage reporting of hate crimes and hate incidents
 - Provide effective support to those affected by hate crime (including witnesses)
 - Work with partners to take coordinated action against perpetrators
7. These objectives have been developed in partnership with key stakeholders, local businesses, and residents. A public consultation took place between October and December 2023 to help inform our new strategy and ensure it was based on resident experiences. As part of the consultation residents responded that they agreed with the proposed objectives.
8. Hammersmith & Fulham (H&F) wants to stand united against all forms of discrimination, including misogyny. While misogyny and alternative subcultures are not currently recognised as hate crime strands by central government, this strategy also considers crimes against women and alternative subcultures and makes clear that harassment of any kind is not acceptable within our borough. We aim to promote inclusivity, educating ourselves and others while raising awareness and advocating change around wider forms of discrimination and harassment.
9. This strategy and the associated action plan will be monitored and reviewed by the H&F Hate Crime Steering Group (HCSG), which is a sub board of the Community Safety Partnership. It includes representatives from across council services, the Metropolitan Police, voluntary and community sector members and community leaders.

Consultation

10. Hammersmith & Fulham Council is committed to doing things with residents, not to them, and understand that a co-ordinated community response is required to tackle hate crime.

11. In developing this strategy, focus groups were held with key partners, including the Metropolitan Police Service, local businesses and community organisations, in addition to targeted workshops with charity organisations such as Age UK and Action on Disability. To ensure residents for whom English is not their primary language have been consulted, a series of workshops were held and translated in Farsi, Arabic and Spanish during Hate Crime Awareness Week in October 2023.
12. Between the 23 October and 18 December, a public consultation was held on the councils 'Have Your Say' webpage to understand more about our residents' experiences in relation to hate crime and what they would like to see the council do differently when tackling hate crime. Some key findings include:
 - In the last year, 50% of participants experienced hate crime, however, of this number, over 70% did not report it.
 - Participants who had reported the hate crime they experienced had a mixed response regarding the satisfaction of the support they received. Participants of the survey contacted a range of support including the police, family and friends and their housing provider.
 - Over 70% of all respondents agreed with the proposed objectives for the strategy.
 - While misogyny is not classified as a hate crime, 75% believed that misogyny should be considered as part of this strategy.

Reasons for Decision

13. Tackling hate crime has been a priority for the council's Community Safety Partnership Board since 2019, in addition to a wider-London priority as set by the Metropolitan Police and Mayor's Office for Policing and Crime (MOPAC).
14. Our strategy and accompanying action plan demonstrate the importance that H&F places on tackling hate crime and our commitment to ensuring that the borough is safer and kinder for all our residents and visitors to the borough.

Equality Implications

15. The H&F Equality Impact Analysis (EIA) has been completed for this strategy and is attached in Appendix Two. It has concluded no direct negative implications for groups who share protected characteristics as listed under the 2010 Equality Act and would have positive consequences.

Verified by Yvonne Okiyo, Strategic Lead for Equity, Diversity and Inclusion, 11th April 2024

Risk Management Implications

16. There is a risk that, as noted by the Law Commission that current legislation may give the impression of a hierarchy of hate crime, and that some offences

are more or less serious than others and that not all characteristics are not protected, resulting in disquiet or confusion amongst residents. However, as this is a concern that is resulting from legislation it is recommended that the council monitors the problem and reports it to the Law Commission or other appropriate bodies.

17. There is a risk that some groups may react negatively to the strategy. These cases should be dealt with practically and the responses recorded.

Comments provided by Jules Binney, Risk and Assurance Manager, 12th April 2024

LIST OF APPENDICES

Appendix 1 – Hate Crime Strategy 2024 – 2028

Appendix 2 - EIA

Appendix 1

Hammersmith & Fulham Hate Crime Strategy 2024-2028

Foreword by Cllr Harvey, Cabinet Member for Social Inclusion and Community Safety

No Hate in H&F

Hammersmith & Fulham is a place where we are proud of our rich cultural landscape and celebrate our diversity as our strength. It has long been a place where deep friendships stretch across communities.

Recent global events have fuelled a surge in hate crime across the UK, and our borough.

During the Covid-19 pandemic, we saw a spike in domestic abuse, modern slavery, and exploitation. A rise in race related crime – particularly against East Asian and Black communities followed.



It also left some more vulnerable to radicalisation as they spent more time isolated and online. Three years on, Antisemitic and Islamophobic offences in London increased by 1,353% and 140%^[1] respectively as the devastating conflict in the Middle East commenced.

Hate crime has a significant impact on victims. A recent public consultation among H&F residents revealed that more than 70% of respondents, who had previously experienced hate crime, did not report it. Hate crime doesn't just harm individuals. It weakens our borough by dividing our communities, sowing division and creates fear.

That is why we are working with local partners, including community organisations and the Met Police, to ensure everyone in H&F can live safely and without fear.

Together, we have developed a new strategy to prevent and address hate crime, stop perpetrators, and deliver effective support for victims.

Our strategy builds on the foundations laid by our Equalities Plan 2021-25, complements our work with refugees and asylum seekers to ensure they feel welcomed in borough and aligns with our broader strategies for tackling crime and violence against women and girls.

We are grateful to all residents, youth and faith groups, businesses, and charities whose input has helped ensure that our strategy reflects the community, our commitment to doing things with local residents, not to them, and being a compassionate council.

^[1] 1 October 2023 – 18 October 2023 compared with the same period in 2022.

In 2023, we marked hate crime awareness week via a range of events and pop-ups to encourage reporting, offered advice and signposted people to organisations who can provide specific support and information.

Our strategy is a commitment to change. It will help boost community confidence, break down barriers to reporting, and create a future where everyone feels valued, safe, and included. A united H&F means a stronger, safer, and kinder borough for all.

**Cllr Rebecca Harvey,
H&F Cabinet Member for Social Inclusion & Community Safety**

**Foreword by Superintendent Craig Knight Mst. (Cantab), CMgr MCMI,
Metropolitan Police**

To the communities of Hammersmith & Fulham:

My colleagues and I are privileged to police your communities and to be part of them. Whether you live, work or travel through this borough it is our responsibility, working with partners, to keep you safe and feeling safe. Crimes that are motivated by hate or intolerance to others are particularly damaging and a priority for us all to reduce or bring to justice.



The National Police Chiefs' Council, the College of Policing, and the Crown Prosecution Service (CPS) have agreed the common definition of hate crime as:

"Any criminal offence which is perceived by the victim or any other person, to be motivated by hostility or prejudice based on a person's race or perceived race; religion or perceived religion; sexual orientation or perceived sexual orientation; disability or perceived disability and any crime motivated by hostility or prejudice against a person who is transgender or perceived to be transgender."

I would encourage anyone who feels they have been impacted by hate crime to come forward, whether as a victim or as a witness to such offending. Your valuable information and support can contribute to identifying and dealing with those responsible and sending a clear, unambiguous message across this Borough, that hate crime in any form is not welcome or accepted here.

**Superintendent Craig Knight
Hammersmith and Fulham Police**

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1. Introduction

Our vision for Hammersmith & Fulham

- 1.1. Hammersmith & Fulham (H&F) has one of the most diverse communities in the UK - something we are immensely proud of. We want to ensure our H&F communities are unified and connected and diversity is valued. H&F is a champion of all people, inclusive of race, faith, disability, sexuality, and gender identity. Each year we celebrate Hate Crime Awareness Week, Refugee Week and Pride in London, along with many faith festivals.
- 1.2. With our partners we are committed to tackling hate crime because we understand the impact of these crimes on individuals and communities.
- 1.3. Hammersmith & Fulham Council will not tolerate discrimination of any kind and will do everything we can to prevent this from happening. As a local authority, we will use the powers and resources available to us to achieve the objectives set out in this strategy.
- 1.4. At H&F, equity and inclusion is at the heart of everything we do. We are committed to doing things with residents, not to them. This hate crime strategy has been developed in collaboration with over 100 residents, voluntary organisations and partner agencies and sets out our commitment to tackling discrimination and harassment.
- 1.5. H&F want to stand united against all forms of discrimination, including misogyny. While misogyny and alternative subcultures are not currently recognised as hate crime strands by central government, this strategy also considers crimes against women and alternative subcultures and makes clear that harassment of any kind is not acceptable within our borough. We aim to promote inclusivity and support, educating ourselves and others while raising awareness and advocating change around gender-based crime. We will work closely with our partners on this, and ensure our priorities align with our [Violence against Women and Girls Strategy 2022-2027](#).
- 1.6. Accompanying this strategy is an action plan which sets out how we will achieve our objectives. The action plan is a living document which will be regularly updated to ensure it continues to meet the needs of our communities.
- 1.7. We know that global events such as Brexit and conflicts in Israel-Gaza and Ukraine can have a large impact on recorded hate crimes globally.
- 1.8. Following the escalation of the conflict in Israel-Gaza in October 2023 we have seen a concerning increase in Islamophobia and Antisemitism across London and the UK. In H&F, we are committed to ensuring our diverse borough is

welcoming and safe for everyone. This strategy aims to demonstrate our commitment to preventing Islamophobia, Antisemitism and all forms of hate crime.

- 1.9. Having a flexible action plan allows us to adapt to current and emerging challenges.

2. Our Hammersmith & Fulham

Our Communities

- 2.1. 2021 census data¹ shows the level of diversity in our borough, something that we think should be celebrated. Between 2011 and 2021 there was an increase in the number of people who are from an ethnic group other than white British. In Hammersmith & Fulham, 63.2% of people identified as 'white' and 36.8% identified as Black, Asian or minority Ethnic. The main ethnic groups identified are Black African (7.2%), Mixed (6.7%), black Caribbean (3.6%), and Arab (3%).
- 2.2. There are several distinct faith communities in H&F. Table 1 shows the breakdown of religions in the borough.

Religion	Number of residents	Percentage
Christian	83,673	45.7%
Muslim	21,290	11.6%
Hindu	2,209	1.2%
Buddhist	1,723	0.9%
Jewish	1,228	0.7%
Sikh	450	0.2%
No religion	56,059	30.6%
Other	1,227	0.7%
Not answered	15,298	8.4%
Total	183,157	100%

Table 1. Shows the breakdown of religious groups in the borough as reported in the census 2021

- 2.3. In H&F, 15.5% of residents are disabled people (more than 1 in 7). We are committed to ensuring that we work with disabled people to plan, design and review policies and services that affect them. 'Nothing about disabled people without disabled people' is at the heart of decision-making and policy development in H&F.
- 2.4. We also have a large LGBTQ+ community in the borough, as shown in table 2.

¹ [Hammersmith and Fulham population change, Census 2021 – ONS](#)

	H&F (%)	London (%)	England (%)
Straight or heterosexual	85	86.19	89.37
Gay or Lesbian	3.1	2.23	1.54
Bisexual	1.8	1.52	1.29
Pansexual	0.1	0.10	0.10
Asexual	0.1	0.05	0.06
Queer	0.0	0.06	0.03
Another sexual orientation	0.2	0.31	0.16
Not answered	9.7	14.54	7.45
Total	100%	100%	100%

Table 2. Shows the breakdown of sexualities in the borough as reported in the census 2021

Of residents aged 16 and over	H&F (count)	H&F (%)
Gender identity the same as sex registered at birth	141,488	91.5
Gender identity different from sex registered at birth but no specific identity given	526	0.3
Trans woman	214	0.1
Trans man	211	0.1
Non-binary	111	0.1
All other gender identities	59	0.0
Not answered	12,018	7.8
Total	154,627	100%

Table 3. Shows the gender identity of residents in the borough as reported in the census 2021

Keeping residents safe

- 2.5. We know how important feeling safe is to our residents and we want all residents and visitors to be able to live free from hatred and discrimination. Hate crime is a key priority of the Hammersmith & Fulham Community Safety Partnership.
- 2.6. Our Law Enforcement Team (LET) patrol the borough keeping residents safe and driving down anti-social behaviour. Our officers patrol dedicated wards getting to know communities and aim to build trust amongst all groups. Every Officer receives training on hate crime, and guidance on how they can support residents who have experienced hate crime.
- 2.7. H&F has launched a £4.5m CCTV investment programme to enhance, improve and upgrade our CCTV network. The scheme will see state-of-the-art upgrades to the borough's extensive camera network, with fully automated 360-degree cameras set to help improve coverage and, as a result, residents' safety.

Celebrating H&F

- 2.8. In 2023, we launched 'Celebrating H&F' to honour Hammersmith & Fulham's diversity and the people and places that have helped shape the borough. 'Black History 365' builds on events held during Black History Month to continue celebrating all year and to learn more about H&F's own Black history.
- 2.9. Annually, we hold a range of events and activities to mark and celebrate LGBTQ+ History Month, PRIDE Month, Disability History Month and International Day of Disabled People. We mark Windrush Day with numerous events to honour our British Caribbean communities and its contribution to our diverse culture.
- 2.10. We also celebrate Women's History Month each year. In 2024, we launched the Women's Trail to commemorate the contribution of women that have lived and worked in the borough.
- 2.11. Each year, Hammersmith & Fulham celebrates LGBTQ+ History Month with a range of events including a five-a-side football tournament 'Football vs homophobia' in partnership with the football clubs in borough to challenge discrimination based on sexual orientation, gender identity and expression at all levels of football.
- 2.12. Annually, between 25 November and 10 December we mark 16 Days of Activism against gender-based violence. The council and a host of local partners deliver a range of events each year to highlight our work to support women and change behaviours that lead to gender-based violence.
- 2.13. Each year we celebrate Inter Faith Week and various religious festivals in H&F to celebrate our different religious communities and strengthen our understanding of our different celebrations and traditions. In December 2023, a large Menorah was placed in Lyric Square to mark Hanukkah. We host an annual Christmas Day lunch for elderly and vulnerable residents in the borough who would otherwise be alone during the festive period.
- 2.14. In H&F, we are welcoming to refugee and asylum seekers. Our dedicated refugee team support refugees and asylum seekers in H&F and provide practical and emotional support. The team also delivers events as part of Refugee Week for refugees and asylum seekers and the wider community.

Our staff

- 2.15. Hammersmith & Fulham Council is committed to becoming an employer of choice and fostering greater inclusion. We are signed up to the Race at Work Charter and other equality and diversity and inclusion commitments, such as: Disability Confident, Armed Forces Covenant, Opening Doors Employers, Employers Initiative Against Domestic Abuse, UK Says No More (to end domestic abuse and sexual violence), Menopause Workplace Pledge,

Timewise and Age Friendly Employer. We continue to make strides to advance equity and inclusion in our workplace.

- 2.16. Our staff diversity networks include a Race Equality Forum, Women's Network, Early Careers Network (formerly Young Person's Network), Pride Network (formerly LGBTQIA+ Network), Carers Network and Disability Equity Network. These networks provide staff with a voice on issues of equity, diversity, and inclusion and host various community events across H&F.

Faith Forum

- 2.17. The H&F Faith Forum has been running for over 5 years. Meeting quarterly, the Forum aims to bring together different faiths to improve inter faith dialogue and understanding. The Forum offers an opportunity for representatives from different faith groups to discuss shared interests or concerns with the council.
- 2.18. We have over 25 members representing over 7 different faiths and beliefs. During the pandemic, the faith forum worked closely with the council to support and assist the vulnerable and elderly residents in H&F and ensure places of worship remained safe when operational.
- 2.19. The forum also engages with Wormwood Scrubs Prison's Chaplaincy team to understand the needs of the inmates and develop a partnership where members of the Faith Forum can support the prison.
- 2.20. In December 2023, members of the Faith Forum wrote to the Prime Minister and Home Secretary to share their concerns about the ongoing war in Israel and Palestine.

Prevent Advisory Group

- 2.21. The Prevent Advisory Group (PAG) consists of faith, community, youth and women's organisations from across Hammersmith & Fulham and Kensington & Chelsea.
- 2.22. The aim of the group is to provide a safe space for members to share concerns or issues impacting their communities. They provide feedback and advice on the local Prevent Delivery Plan and initiatives. They also assist in designing and disseminating key messages in an inclusive and supportive way.
- 2.23. Following the conflict in Israel and Palestine, the group has discussed the impact the conflict has had on local communities and has requested a meeting with the Home Secretary to discuss these concerns. The group also recently received training on tackling Antisemitism and Islamophobia.

Football Clubs

- 2.24. H&F is in the unique position of having three English Football League teams in the borough - Chelsea Football Club, Fulham Football Club and Queen's Park Rangers. While action is being taken to tackle discrimination and hate within

sport, in 2023 Police statistics showed that there were 96 football related hate crimes reported in London. There were 23 offences flagged as hate crimes at football clubs in H&F in 2023. In 2022, the Crown Prosecution Service defined a homophobic slur aimed at Chelsea players and staff to be a hate crime.

Transport

- 2.25. H&F is an extremely well-connected borough, with 17 tube stations including the transport hubs of Hammersmith Broadway and Shepherds Bush station. Transport for London and the British Transport Police have developed campaigns to reduce hate crime and abuse on public transport, including the Bystander Awareness Campaign launched in 2023 which aims to increase the awareness of hate crime to all Londoners so that they are able to support anyone targeted.



Figure 1
 Picture 1 – Blue plaque unveiled in 2022 during Black History Month to honour Island Records
 Picture 2 – Hammersmith & Fulham schoolchildren celebrating Women’s History Month in 2024
 Picture 3 – Celebrating Pride in February 2023
 Picture 4 – Unveiling of a blue plaque to honour Caribbean Singer Millie Small at her former home in Shepherd’s Bush
 Picture 5 – Lighting of the menorah as part of our Hanukkah celebrations in December 2023

3. Our Equalities Plan 2021-25

- 3.1. Hammersmith & Fulham Council is committed to tackling inequality and ensuring our borough is a safe place for everyone to live, work and visit.
- 3.2. This strategy builds on the success of [Hammersmith & Fulham's Equalities Plan](#) 2021-2025 and feeds into our wider strategies for [tackling crime](#).
- 3.3. The Equalities Plan was developed to demonstrate our commitment to address inequalities in H&F and highlights how the council will put fairness, equity, and compassion at the heart of everything we do.
- 3.4. The five equality objectives are: -
 1. Everyone in our borough feels valued and that they belong.
 2. Removing barriers to inclusion.
 3. Ensuring that our services tackle the disproportionate impact on young people (including those at risk of street crime and exploitation by gangs).
 4. Improving opportunities for all.
 5. Becoming an employer of choice and fostering greater inclusion.
- 3.5. In addition to the Equalities Plan, the council has also published [the H&F Plan](#) which outlines the council's strategy to deliver the H&F Vision and what we want to achieve for our residents. As part of this, we have committed to creating 'a safer borough for everyone', including delivering this hate crime strategy.

4. Understanding Hate Crime

What is a hate crime?

4.1. The UK Government² defines a hate crime as:

Any criminal offence which is perceived by the victim, or anybody else, to be motivated by hostility or prejudice towards someone's:

- *Race*
- *Religion*
- *Sexual orientation*
- *Transgender identity*
- *Disability*

4.2. Any crime can therefore be prosecuted as a hate crime if the offender has demonstrated hostility, or been motivated by hostility, based on race, religion, disability, sexual orientation and/or transgender identity.³

4.3. There are three main types of hate crime: physical assault, verbal abuse and incitement to hatred⁴.

4.4. Examples of hate crimes could include being assaulted by someone who used racist language or someone throwing a brick through your window and writing homophobic graffiti on your house.

4.5. It's still a hate crime even if the offender made a mistake about your identity. For example, if they targeted you because they thought you were Muslim, but you aren't⁵.

4.6. Someone can also be a victim of more than one type of hate crime⁶.

What is a hate incident?

4.7. A hate incident is a non-crime incident which is perceived by the victim, or anyone else to be motivated by hostility or prejudice based on race, religion, sexual orientation, disability, or transgender identity.

4.8. If something happened to you that wasn't a crime, but you think it was motivated by prejudice against you, it is a hate incident. However, if someone experiences more than one hate incident by the same person or group of people, it might count as harassment which can be a crime.

² [Hate Crime](#)

³ [Hate crime | The Crown Prosecution Service \(cps.gov.uk\)](#)

⁴ [What is hate crime? | Metropolitan Police](#)

⁵ [Check if you've experienced a hate crime or hate incident - Citizens Advice](#)

⁶ [What is hate crime? | Metropolitan Police](#)

- 4.9. Hate incidents and discrimination can escalate to criminal offences, especially if they are repeated and not challenged.
- 4.10. Anyone affected by hate crime or hate incident can access support in H&F.
- 4.11. While the powers partners can use to respond to hate incidents are different to hate crimes, as a partnership we remain committed to ensuring that victims of hate incidents receive appropriate care and support. More information about where you can access support can be found at the end of this strategy.
- 4.12. Residents can report hate crimes and hate incidents to the council's Anti-Social Behaviour Unit. Hate crime reports are treated as high priority cases and an anti-social behaviour coordinator will investigate the case and provide support to the victim and take action against the perpetrator if appropriate and necessary. The anti-social behaviour coordinator will provide advice on how to report hate crimes to the police and will liaise with the Community Alliance to Combat Hate (CATCH) partnership and Stop Hate UK for expert support. Professionals can also refer hate crimes and incidents to our monthly Community Multi Agency Risk Assessment Conference (CMARAC) where multi-agency action plans can be agreed to safeguard the victim.
- 4.13. The council currently commissions Stop Hate UK to provide a 24-hour helpline for residents affected by hate incidents and hate crimes. We also fund specialist anti-discrimination workshops for young people in schools.
- 4.14. CATCH is commissioned by the Mayor's Office Policing and Crime (MOPAC) to deliver hate crime advice, support and advocacy across London. The alliance brings together eight community organisations to provide tailored support, including: the East European Resource Centre, Galop, The Monitoring Group, Stay Safe East, Tell Mama, Real, The Community Security Trust, and Choice in Hackney. Further details on support services can be found at the end of this strategy.

Reporting of hate crimes

- 4.15. Hate crime is underreported and this is a global problem. There are several recognised contributing factors to why people don't report hate crimes they experience.
- 4.16. A few of these barriers include:
 - Lack of trust in authorities
 - Fear of retaliation
 - People don't realise they have been a victim of a hate crime or incident
 - Incident may seem too minor to report
 - People are unaware of where they can seek advice, support, or guidance
- 4.17. We are working to break down these barriers so that everyone in H&F feels confident in accessing support.

Discrimination and the Equality Act

4.18. The Equality Act (2010)⁷ legally protects people from discrimination in the workplace and in wider society. As a result of the Act, it is against the law to discriminate against anyone because of:

- *Age*
- *Gender reassignment*
- *Being married or in a civil partnership*
- *Being pregnant or on maternity leave*
- *Disability*
- *Race, including colour, nationality, ethnic or national origin*
- *Religion or belief*
- *Sex*
- *Sexual orientation*

4.19. These are known as 'protected characteristics'.

⁷ [Discrimination: your rights: Types of discrimination \('protected characteristics'\) - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

5. Legislation and Policy

- 5.1. The **Crime and Disorder Act 1998** and **section 66 of the Sentencing Act 2020**⁸ allows for any crime to be prosecuted as a hate crime if the offender has either:
- Demonstrated hostility based on race, religion, disability, sexual orientation, or transgender identity; or
 - Been motivated by hostility-based race, religion, disability, sexual orientation, or transgender identity
- 5.2. These characteristics are defined under section 66, subsection (1).
- 5.3. This legislation allows for a sentence uplift to increase the sentence for those convicted of a hate crime. This means that if a criminal offence is considered to be fuelled by hate they can receive a harsher sentence.
- 5.4. The **Anti-Social Behaviour (ASB), Crime and Policing Act 2014** was introduced to provide simpler and more effective powers to tackle ASB using a victim centred approach. This legislation introduced ASB Case Reviews (previously named Community Triggers) to give people a greater say on how agencies respond to complaints of ASB. In H&F, an individual can request an ASB Case Review if after reporting a single hate crime or hate incident they do not believe sufficient action was taken.
- 5.5. The **Equality Act (2010)**⁹ legally protects people from discrimination and replaced previous anti-discrimination laws with a single Act. The Act recognises 9 types of 'protected characteristics' outlined in section 4.18.

The national approach to tackling hate crime

- 5.6. In 2016, the UK government set out a plan¹⁰ for tackling crimes motivated by hate. The plan included 5 themes:
1. Preventing hate crime by challenging beliefs and attitudes
 2. Responding to hate crime within our communities
 3. Increasing the reporting of hate crime
 4. Improving support for victims of hate crime
 5. Building our understanding of hate crime
- 5.7. In 2018, an update was provided to reflect on the progress made. The 5 themes were unchanged; however, the update placed a greater focus on emerging trends such as online hate crime.

⁸ [Sentencing Act 2020 \(legislation.gov.uk\)](https://legislation.gov.uk)

⁹ [Discrimination: your rights: Types of discrimination \('protected characteristics'\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/discrimination-your-rights-types-of-discrimination-protected-characteristics)

¹⁰ [Action against Hate- The UK Government's plan for tackling hate crime – 'two years on'](https://www.gov.uk/government/consultations/action-against-hate-the-uk-governments-plan-for-tackling-hate-crime-two-years-on)

Misogyny

- 5.8. In 2021, the House of Lords called for current hate crime legislation to be amended to include characteristics of sex and/or gender, and officially recognise misogyny as a hate crime across England and Wales.
- 5.9. While the term has no legal definition, misogyny in relation to hate crime has been previously defined as *'incidents against women that are motivated by an attitude of a man towards a woman, and includes behaviour targeted towards a woman by men simply because they are a woman.'*¹¹
- 5.10. Following a recommendation from the Law Commission's report (2021), the government maintained that misogyny should not be considered a hate crime.¹²

Pan-London

Metropolitan Police 'New Met for London' Plan

- 5.11. In 2023, the Metropolitan Police Service (MPS) published '[A New Met For London](#)' Plan which acknowledged the need to improve public trust in the Metropolitan Police, particularly amongst Black, ethnic minority and LGBTQ+ communities and women where trust and confidence has been damaged.
- 5.12. The two-year plan outlined the Metropolitan Police Service's commitment to improving trust, reducing crime, and improving standards and focused on three areas of reform:
- **Community crime-fighting** – reduce crime, rebuild trust and work with local communities to tackle crime and anti-social behaviour
 - **Culture change** - become a police service that does not discriminate – tackling racism, misogyny, and homophobia, and reflect the diversity of London
 - **Fixing our foundations** – ensure police officers are given the training, equipment, and tools they need to succeed in cutting crime
- 5.13. For example, a new Culture, Diversity and Inclusion Directorate has been created within the Metropolitan Police Service with a focus on all marginalised groups.
- 5.14. The plan also commits to increasing the proportion of positive outcomes for victims of hate crime and reducing the number of repeat victims of hate crime.

¹¹ South Wales Business School Research, [Misogyny as a hate crime - Is it all that it seems? | University of South Wales](#).

¹² [Making misogyny a hate crime: Police, Crime, Sentencing and Courts Bill 2021 factsheet - GOV.UK \(www.gov.uk\)](#)

Building a Safer London – Police and Crime Plan for London 2022-25

5.15. The Mayor's Office for Policing and Crime (MOPAC) launched its Police and Crime Plan in 2022. One of the five key priorities is 'Preventing Hate Crime', stating that "there will be a zero-tolerance approach to hate crime".

5.16. MOPAC committed to delivering this by:

- Championing London's diversity
- Ensuring victims of hate crime receive specialist support that best meets their needs
- Building community confidence and resilience to stand against hate
- Working with the criminal justice system (CJS) to address behaviour of hate crime offenders
- Working with communities most affected by hate crime through Independent Advisory Groups (IAGs) to increase the percentage of hate crimes solved and improve satisfaction for victims
- Ensure Transport for London (TfL), British Transport Police (BTP) and the MPS will continue to take a zero-tolerance approach to hate crime

Mayor's Action Plan – Transparency, Accountability and Trust in Policing

5.17. In November 2020, the Mayor of London released an action plan to improve trust and confidence in the MPS and address community concerns about disproportionality in the use of certain police powers affecting Black Londoners.

5.18. As a partnership we will continue to monitor key policy changes throughout the life of this strategy as we continue to improve our response to hate crime.

6. Collaboration with our Communities

6.1. We recognise that effectively tackling hate crime requires the whole community to work together. This strategy has been co-produced with residents, youth groups, partner statutory organisations, faith groups, local businesses, and voluntary and community sector organisations, such as:

- Hammersmith & Fulham Youth Council
- Hammersmith & Fulham Faith Forum
- Young Hammersmith & Fulham Foundation
- Chelsea Football Club (CFC)
- Fulham Football Club (FFC)
- Queen's Park Rangers (QPR) Football Club
- Hammersmith and Fulham Business Improvement Districts (BID)
- Iranian Association
- West London Welcome
- Action on Disability
- Age UK
- British Transport Police (BTP)
- Galop
- Crimestoppers, a charity independent of the Police where you can report crime 100% anonymously
- Shepherds Bush Housing Group
- Show Racism the Red Card
- Sobus
- Stop Hate UK

Hate Crime Survey

6.2. The strategy has also been guided by a public survey aimed at residents, faith groups, local businesses and voluntary and community sector organisations and ran between October and December 2023. In the survey, respondents were asked questions about their understanding and experiences of hate crime in H&F, how we can prevent hate crimes and how we can better support those affected.

6.3. The survey found that:

- 42% of respondents experienced hate crime in the past year (either as a victim or witness). However, only around 28% of those who experienced a hate crime reported this to police or another agency.
- Those who had experienced hate crime in the past year sought support from a range of places including the police, family and friends, and their housing provider.

- Those who reported a hate crime in the past year reported a mixed response regarding how satisfied they were with the support they received.
- Over 95% of respondents supported the strategy objectives in section 7.1.
- While misogyny is not recognised strand of hate crime under national legislation, 75% of respondents believed that misogyny should be considered as part of this strategy and our accompanying action plan. For example, one respondent stated:

“I, like any father, worry about comments and actions which my daughter might be subjected to whilst out either on her own or with her friends. I am trying to raise an independent strong daughter and while I do all I can to protect her, it is comforting to know that the council are actively working to make the area safer for females too.”

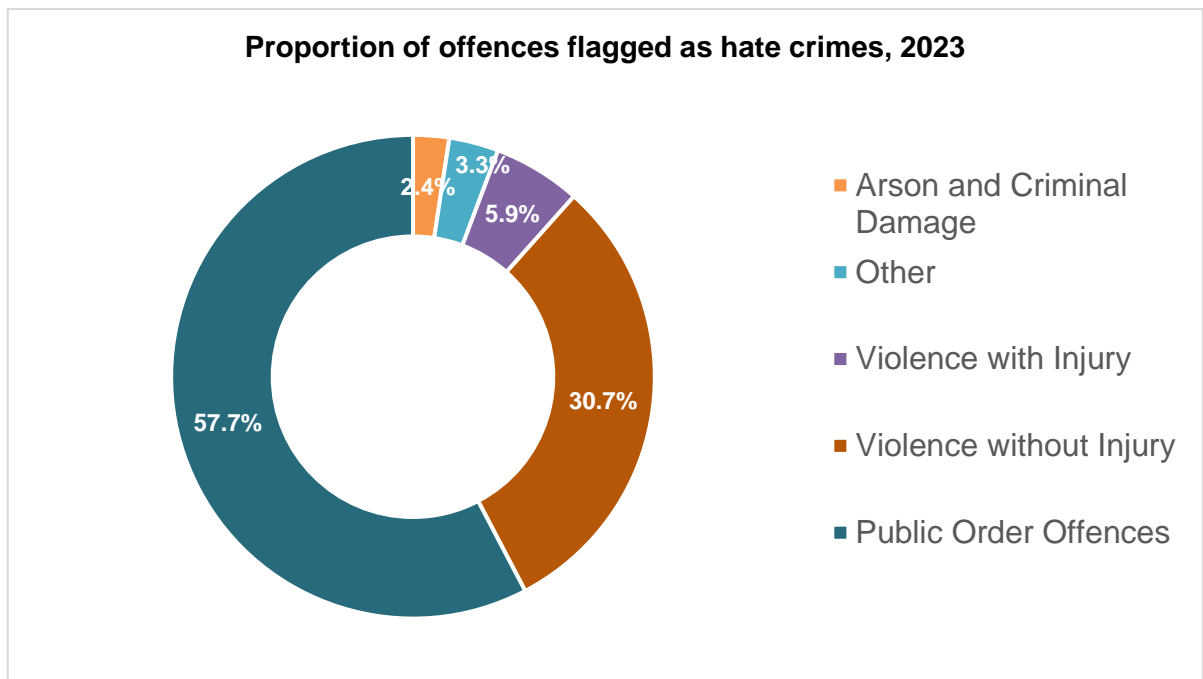
7. Evidence & Data

7.1. H&F recorded 664 crimes that were flagged as a hate crime in 2023 that were reported to the police. This is a rate of hate crime of 3.6 per 1,000 residential population. This is an increase from last year of 16.3% and an increase of 26.5% from 2018.

Annual Comparison (2018 - 2023)

Year	Count	Year on Year Change
2018	525	
2019	593	13.0%
2020	580	-2.2%
2021	641	10.5%
2022	571	-10.9%
2023	664	16.3%

7.2. As shown on the graph below, more than half (57.7%) of hate crimes recorded in H&F were Public Order Offences¹³ and nearly one-third (36.6%) were violence Against the Person where 5.9% were for Violence with injury¹⁴ and 30.7% for Violence without injury¹⁵.



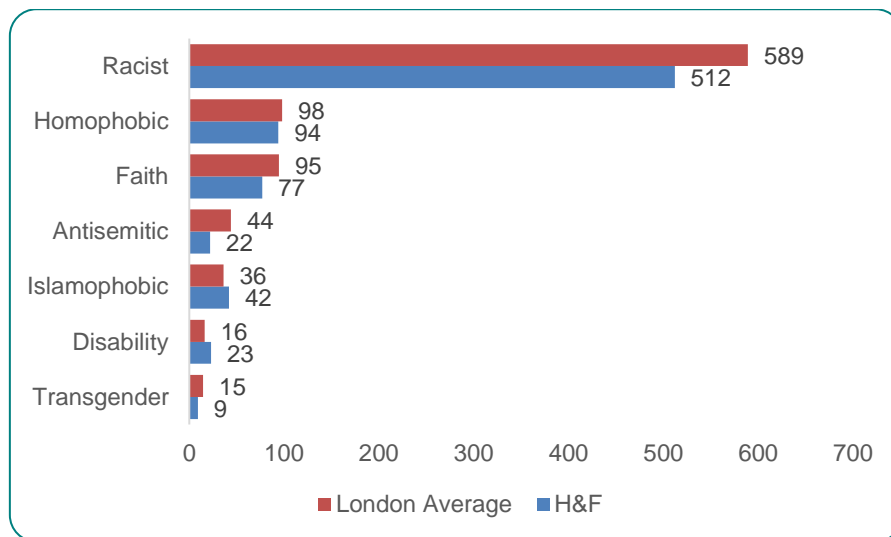
¹³ The term “public order offence” is used to describe acts of violence or intimidation in public, such as rioting, affray and inciting racial or religious hatred

¹⁴ The term “violence with injury” encompasses a range of offences where physical harm is inflicted upon a victim, such as assault, battery or threats that cause fear of immediate violence.

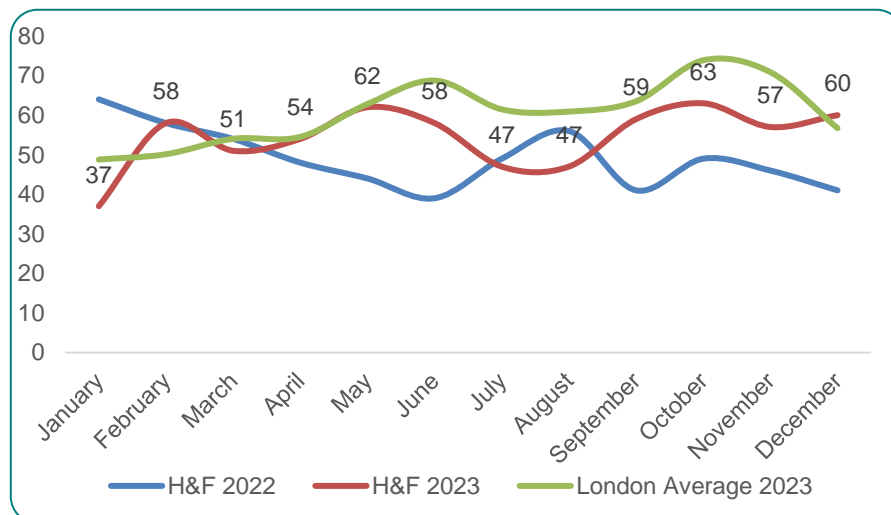
¹⁵ “Violence without injury” refers to situations where the victim experiences physical aggression but does not sustain any resulting injury and includes actions such as being punched, kicked or pushed without significant harm.

7.3. H&F ranks 15th lowest of 32 boroughs for the volume of hate crimes. However, when comparing rates of crime per 1,000 residential population, H&F ranks 6th highest of 32 boroughs.

7.4. As shown in the graph below, racially motivated hate crimes are responsible for the majority of reports in H&F and across London. In the majority of hate crime cases the suspect was not known to the victim.



7.5. The graph below shows the number of hate crimes reported to the police by month. In H&F, and across London, the highest number of antisemitic, racist and faith hate crimes offences were reported in October 2023, which is likely linked to the escalation of the conflict in the Middle East.



7.6. In 2023, the H&F wards where most reported hate crimes took place were Shepherd's Bush Green, Hammersmith Broadway, and Brook Green. This

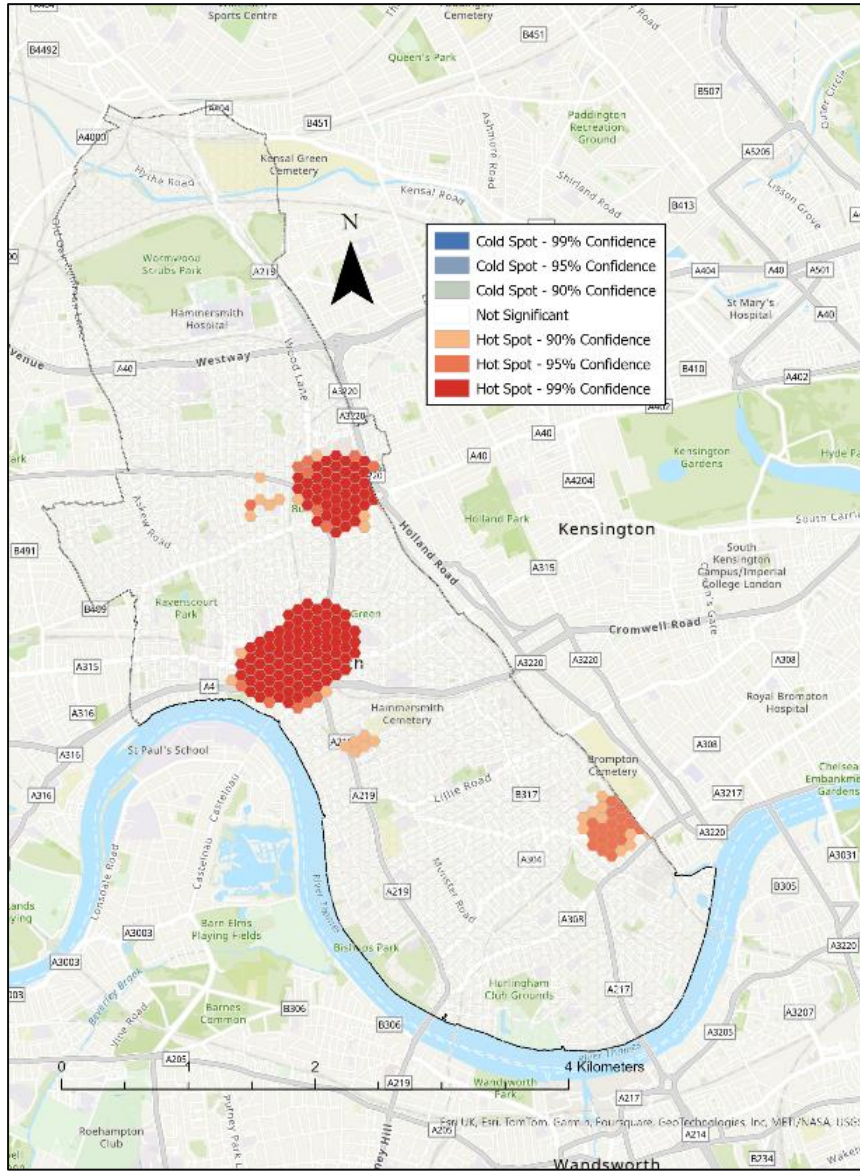
suggests links to areas of high footfall such as town centres and transport hubs. Crimes are recorded where the incident took place.

7.7. The wards with the lowest levels of hate crime were Wendell Park, Fulham Town, and Grove. A breakdown of hate crime across all the wards in the borough over the last three years is shown below.

Ward Comparison				
Ward Name	2021	2022	2023	Rate per 1,000 Residential Population
Addison	23	30 (30%)	34 (13%)	4.4
Avonmore	20	15 (-25%)	11 (-27%)	1.5
Brook Green	59	37 (-37%)	70 (89%)	8.5
College Park & Old Oak	50	26 (-48%)	41 (58%)	4.1
Coningham	35	36 (3%)	49 (36%)	4.6
Fulham Reach	40	28 (-30%)	41 (46%)	3.4
Fulham Town	7	9 (29%)	11 (22%)	1.5
Grove	12	19 (58%)	11 (-42%)	1.5
Hammersmith Broadway	67	76 (13%)	87 (14%)	11.1
Lillie	25	16 (-36%)	18 (13%)	2.7
Munster	24	16 (-33%)	19 (19%)	1.6
Palace & Hurlingham	10	14 (40%)	11 (-21%)	1.0
Parsons Green & Sandford	19	16 (-16%)	14 (-13%)	1.8
Ravenscourt	15	16 (7%)	16 (0%)	2.3
Sands End	18	18 (0%)	29 (61%)	2.6
Shepherd's Bush Green	80	66 (-18%)	68 (3%)	12.2
Walham Green	40	40 (0%)	52 (30%)	6.5
Wendell Park	14	9 (-36%)	8 (-11%)	1.1
West Kensington	30	23 (-23%)	29 (26%)	3.1
White City	39	52 (33%)	29 (-44%)	2.8
Wormholt	14	9 (-36%)	16 (78%)	2.0

7.8. The hot spot areas of hate crime in the borough in 2023 can be seen below.

2023



8. Our Objectives

8.1. This strategy identifies our four main objectives, which are:

1. Prevent hate crime and increase community cohesion
2. Increase trust and confidence to encourage reporting of hate crimes and hate incidents
3. Provide effective support to those affected by hate crime (including witnesses)
4. Work with partners to take coordinated action against perpetrators

Objective 1: Prevent hate crime and increase community cohesion

8.2. Building on the success of our Equalities Plan, we want to promote equality, diversity, and inclusion alongside preventing hate crimes and hate incidents in our borough.

8.3. We will:

- Raise awareness of hate crime and promote the value of diversity, cultural understanding and acceptance through training and engagement (including preventative educational programmes in schools).
- Continue to challenge beliefs and attitudes that can underlie hate crime and promote an inclusive culture across the borough which respects equality, equity, and diversity.
- Ensure hate crime remains a priority in key forums across H&F.
- Continue to engage with experts and our communities to co-produce our approach.
- Encourage and empower our communities to be positive bystanders if they witness hate crimes or hate incidents (this will be supported by the provision of bystander training by the council).
- Ensure staff are trained to identify hate crime if they witness or it is reported to them and that they are confident in knowing what action should be taken. We will ensure that where data suggests there is an increase in a particular hate crime in the borough specialised training will be delivered. e.g. antisemitism.

Objective 2: Increase trust and confidence to encourage reporting hate crimes and hate incidents

- 8.4. Evidence suggests hate incidents and hate crimes are under reported to agencies such as the council and police. We recognise that this is partly due to the poor trust and confidence in statutory services amongst some communities.
- 8.5. To help rebuild trust and confidence, we will:
- Work with our communities to improve our approach to tackling hate crime and supporting victims.
 - Listen to what victims tell us using their feedback to improve our response(s).
 - Create clear & accessible referral process so victims can access support quickly and easily and don't have to retell their story.
 - Promote other ways of reporting incidents and accessing support, such as via the Stop Hate UK helpline and Crimestoppers.
 - The Council's Law Enforcement Team will continue to build trust and confidence with communities so that residents feel confident in disclosing hate crimes and hate incidents to our officers.
 - We will work with residents and community groups to improve trust and confidence in all statutory services and will work with them to understand what support they want.
 - The Community Safety Partnership and the Policy and Accountability Committee will continue to hold partners to account in delivering on the action plan.

Objective 3: Provide effective support to those affected by hate crime (including witnesses)

- 8.6. Hate crime can have a devastating effect on victims and witnesses and can continue to impact victims long after the incident. We are committed to ensuring victims and witnesses can access meaningful and effective emotional and practical support which meets their needs.
- 8.7. To do this, we will:
- Listen to what victims tell us and use their feedback to improve support available.
 - Train staff & frontline professionals on hate crime/hate incidents and how to respond appropriately.

- Work with partners and communities to enhance our support offer and ensure support can be provided by a range of services which meet victim needs.

Objective 4: Work with partners to take coordinated action against perpetrators

8.8. We will work together to ensure robust action is taken by all partners against perpetrators of hate crime. We will support the Metropolitan Police to take action through the criminal justice system and consider other action that can be taken to prevent future incidents.

8.9. To do this, we will:

- Build public confidence in reporting hate crimes.
- Take robust tenancy action against perpetrators of hate crime and hate incidents in council properties and provide support to social and private landlords for other tenanted properties.
- The council will use the tools and powers available to them within the ASB, Crime and Policing Act 2014 to take action against perpetrators. This includes introducing a street-based harassment public space protection order (PSPO). The PSPO will give authorised officers the ability to issue a fixed penalty notice, when they witness an individual directing unwanted verbal or physical attention towards a person or group of people where it is likely to cause harassment, alarm, or distress in a public space. This would include sexist, homophobic or transphobic slurs.
- Front line professionals will be encouraged to make referrals to the Community Multi Agency Risk Assessment Conference (CMARAC) in order to generate a robust action plan to protect victims and ensure action is taken against perpetrators of hate crime and hate incidents.
- We will train professionals to identify factors which could indicate crime or anti-social behaviour is motivated by hatred and how to refer hate crimes to police on victims' behalf.
- We will provide appropriate assistance for vulnerable perpetrators to tackle the root cause of ASB and hate crime by engaging and working with appropriate support services.
- The Hate Crime Steering Group will hold all agencies to account to ensure, where possible, action is taken against perpetrators of hate crime providing annual updates to the Community Safety Partnership.

9. How will this strategy be delivered?

- 9.1. This strategy sets out our ambition to tackle hate crime in the borough.
- 9.2. This strategy will be monitored and reviewed by the H&F Hate Crime Steering Group (HCSG) chaired by the Assistant Director Community Safety, Resilience and CCTV.
- 9.3. The HCSG is attended by representatives from:
 - Metropolitan Police
 - Hammersmith & Fulham Council (including service leads from Housing, Adult / Children's Social Care, Community Safety Unit and Anti-Social Behaviour Team)
 - Hammersmith Faith Forum
 - Hammersmith & Fulham Business Improvement Districts
 - Other partners on a flexible, as-needs-be, basis
- 9.4. We are committed to expanding our steering group and welcoming voluntary and community sector partners and residents to help us shape our approach and deliver our objectives.
- 9.5. This strategy will be accompanied by a robust action plan which will outline the actions we will take as a partnership to achieve our objectives.
- 9.6. This action plan will be updated quarterly and will be the responsibility of the HCSG.
- 9.7. The HCSG will present an annual report at the Hammersmith & Fulham Community Safety Partnership (CSP), chaired by the Chief Executive, on progress.
- 9.8. The action plan will be continuously monitored to ensure it is in line with current priorities, and the action plan will be reviewed annually. Feedback will be sought from the steering group and the wider communities to measure our success.

10. Further information and support

ADVISORY, CONCILIATION AND ARBITRATION SERVICE (ACAS) – gives employees and employers free, impartial advice on workplace rights, rules, and best practice. They also deal with disputes where individuals claim their employer has denied them a legal right.

0300 123 1100

www.acas.org.uk

CATCH – Community Alliance to Combat Hate (CATCH) is a group of charities working to end hate crime. They offer specialist advice and help to people targeted with violence, abuse or harassment because of their race, religion, disability, sexuality or gender identity.

www.catch-hatecrime.org.uk

COMMUNITY SECURITY TRUST (CST) - has a dedicated team in response to antisemitic incidents and provides victim support.

0208 457 9999

www.cst.org.uk

CRIMESTOPPERS – confidential, anonymous crime reporting.

0800 555 111

www.crimestoppers-uk.org

EDUCATIONAL ACTION CHALLENGING HOMOPHOBIA (EACH) – helps young people affected by homophobic bullying in England and Wales and is available 10:00-16:00 weekdays. It gives callers the opportunity to receive confidential help and support.

0808 100 0143

www.eachaction.org.uk

EQUALITY AND HUMAN RIGHTS COMMISSION – aims to eliminate discrimination, reduce inequality, protect human rights and to build good relations, ensuring that everyone has a fair chance to participate in society.

0800 800 0082

www.equalityhumanrights.com

FEARLESS – Fearless is part of Crimestoppers and enables young people to pass on information about crime 100% anonymously.

0800 555 111

<https://crimestoppers-uk.org/fearless>

GALOP – supports LGBT+ people who have experienced abuse and violence (including hate crime, domestic abuse, sexual violence, so called “conversion therapy” or any other kind of abuse).

0800 999 5428

www.galop.org.uk

KICK IT OUT – is football’s equality and inclusion organisation. It works throughout the football, educational and community sectors to challenge discrimination, encourage inclusive practices and campaign for positive change.

www.kickitout.org

MIND – delivers help directly to those who need it most, which they achieve by offering local support and access to a range of networks, including Diverse Minds, which aims to make mental health services more responsive to the needs of black and ethnic minority communities.

0208 571 7454

www.hfemind.org.uk

PINK PARENTS – is a volunteer-based, non-profit organisation. It offers a range of support services and social activities for all LGBTQ+ families.

www.pinkparents.org.uk

REFUGEE ACTION – is involved in the reception, resettlement, development and integration of asylum seekers and refugees, as well as dealing with any problems they may face, such as hate crime.

0800 141 2426

www.refugee-action.org.uk

SAMARITANS – provides confidential, non-judgemental emotional support, 24 hours a day, for people who are experiencing feelings of distress or despair, including those that could lead to suicide.

Free to call on 116 123

www.samaritans.org

SCOPE – aims to drive the changes that will make our society the first in which disabled people are able to realise their full civil liberties and human rights.

0808 800 3333

www.scope.org.uk/helpline/

STONEWALL – works with a whole range of agencies to address the needs of lesbians, gay men, and bisexuals in the wider community.

www.stonewall.org.uk

STOP HATE UK – is a UK charity dedicated to raising awareness and understanding of discrimination and hate crime, encouraging reporting and supporting individuals and communities it affects.

24-hour helpline: 0800 138 1625

www.stophateuk.org/

TELL MAMA – is a secure and reliable service that allows people from across England to report any form of Anti-Muslim abuse.

0800 456 1226

www.tellmamauk.org

THE JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS (JCWI) – is an independent national charity that campaigns for justice in immigration,

nationality and refugee law and policy.

0207 251 8708

www.jcwi.org.uk

THE MUSLIM COUNCIL OF BRITAIN – is a national representative Muslim umbrella body with more than 500 affiliated national, regional, and local organisations, mosques, charities, and schools.

0845 262 6786

www.mcb.org.uk

TRUE VISION – Provides advice and support to victims of hate incidents and crime, including online reporting.

www.report-it.org.uk

VICTIM SUPPORT – give help, information, and support to victims of crime and their family and friends.

0808 168 9111

www.victimsupport.org.uk

WEST LONDON WELCOME – is a community centre run for and with refugees, asylum seekers, migrants and other locals living in West London.

www.westlondonwelcome.com

<http://www.catch-hatecrime.org.uk/>

Appendix 2

H&F Equality Impact Analysis Tool

Conducting an Equality Impact Analysis

An EIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative, or unlikely to have a significant impact on each of the protected characteristic groups.

The tool is informed by the [public sector equality duty](#) which came into force in April 2011. The duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under the Equality Act 2010**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against these three tenets.

General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense, and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	2024/25 – Q1
Name and details of policy, strategy, function, project, activity, or programme	<p>Title of EIA: Hate Crime Strategy 2024-2028.</p> <p>The Hate Crime Strategy defines Hammersmith & Fulham Council’s commitment to tackling hate crime and hate incidents in the borough. The strategy’s four main objectives are to: prevent hate crime and increase community cohesion, increase trust and confidence to encourage reporting of hate crimes and hate incidents, provide effective support to those affected, and work with partners to take coordinated action against perpetrators.</p> <p>The strategy has been produced in partnership with key partners, such as the police, relevant commissioned services, voluntary organisations and residents. In addition to this, a robust action plan that supports the implementation of the strategy and its objectives has been developed.</p>
Lead Officer	<p>Name: Jessica Twomey Position: Community Safety Officer Email: Jessica.twomey@lbhf.gov.uk</p>
Date of completion of final EIA	12 th April 2024

Section 02	Scoping of Full EIA
Plan for completion	The EIA will be finalised alongside the strategy, with the aim to publish the final strategy and accompanying EIA in summer 2024.

Analyse the impact of the policy, strategy, function, project, activity, or programme

Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.

Protected characteristic	Analysis	Impact: Positive, Negative, Neutral
Age	<p>Hate Crime can affect anybody, irrespective of age. While age-related hate crime is not one of the five monitored strands in hate crime legislation, age-related discrimination does exist and is recognised by Stop Hate UK, a service commissioned by H&F to support victims and witnesses of Hate Crime.</p> <p>The strategy is aimed at all ages, irrespective of one's age.</p> <p>In line with our 2021 – 2025 Equalities Plan, the strategy supports the objective to ensure that our services tackle the disproportionate impact of inequality on young people (including those at risk of street crime and exploitation by gangs).</p> <p>Community organisations, such as Age UK, H&F Young Foundation, H&F Youth Council, Crimestoppers and the MPS Youth Lead have been consulted on in the development of this strategy and its action plan.</p>	<p>Positive</p> <p>Neutral</p> <p>Positive</p> <p>Positive</p>
Disability	<p>The strategy is aimed at all residents, irrespective of Disability.</p> <p>Disability is a protected characteristic that is recognised under hate crime legislation. Perpetrators of this form of hate crime are often partners, family members, friends, carers, acquaintances, or neighbours, and it can occur in public, in people's homes or in care settings.</p> <p>In 2023 there were 16 reports of disability hate crimes in Hammersmith & Fulham, slightly above the London Average. It is also known that disability hate</p>	<p>Neutral</p> <p>Positive</p> <p>Positive</p>

		<p>crime is underreported, and as part of the action plan we will work with community groups and charities to improve reporting and increase awareness.</p> <p>The strategy will be made accessible for people who have a visual impairment and an easy read version of the strategy will be made available. An easy read version of the hate crime consultation was also produced.</p>	Positive
	Gender reassignment	<p>The strategy is aimed at all residents, irrespective of gender reassignment.</p> <p>‘Transgender identity’ is one of the protected characteristics covered by Hate Crime legislation. The strategy recognises and aims to prevent hate crime or hate incidents occurring based on an individual’s gender reassignment.</p> <p>According to Galop’s Hate Crime Report (2021), two in five trans people (41%) have experienced a hate crime or incident because of their gender identity nationally. Overall, transgender abuse is underrepresented, as many people do not report serious incidents to the police, due to lack of trust and / or dissatisfaction with the police’s response after previous reporting. In 2023 there were 9 transgender hate crimes reported to the police in Hammersmith & Fulham, slightly below the average for London Boroughs.</p> <p>Gallop, the UK’s leading LGBT+ anti-abuse charity, have been a regularly engaged partner in the development on this strategy, to ensure the interests of this community are fully considered and represented.</p>	<p>Neutral</p> <p>Positive</p> <p>Neutral</p> <p>Positive</p>
	Marriage and Civil Partnership	<p>The strategy treats people who are married or in a civil partnership equally, and there are no negative impacts expected from this work for these groups.</p>	Neutral

	Pregnancy and maternity	The strategy is aimed at all residents, including those who are pregnant or have parental responsibilities. There are no negative impacts expected from this work for these groups.	Neutral
	Race	<p>The strategy is aimed at all residents, irrespective of Race.</p> <p>The strategy celebrates that Hammersmith & Fulham has a diverse population, representing a variety of ethnic backgrounds. The strategy also shares the ongoing work to celebrate different ethnicities in the borough including Black History Month. In Hammersmith & Fulham, 63.2% of people identified as 'white' and 36.8% identified as Black, Asian or minority Ethnic. In H&F, the main multi-ethnic groups in the borough identified are Black African (7.2%), Mixed (6.7%), Black Caribbean (3.6%) and Arab (3%).</p> <p>Most hate crimes reported in the borough were racially motivated. The strategy aims to reduce racially motivated attacks, and challenge negative stereotypes.</p> <p>To ensure residents for whom English is not their primary language have been consulted, a series of workshops were held and translated in Farsi, Arabic and Spanish.</p>	<p>Neutral</p> <p>Positive</p> <p>Positive</p> <p>Positive</p>
	Religion/belief (including non-belief)	<p>The strategy is aimed at all residents, irrespective of religion/belief.</p> <p>In H&F, 45.7% of people describe themselves as "Christian." The second most common religious group in H&F is "Muslim" (11.6%, 21,290 people; up from 10% in 2011), showing a similar trend to London and the country as a whole.</p> <p>Most hate crimes that have occurred in borough (82%) in 2022 were classified as either racist or religious. The Strategy aims to reduce such crimes and challenge negative stereotypes.</p> <p>The strategy accounts for increased tension in communities following the conflict in the Middle East, in addition to other national issues in the past five years that</p>	<p>Neutral</p> <p>Neutral</p> <p>Positive</p>

	<p>has led to increase in hate crimes and incidents.</p> <p>Faith partners have been regularly updated through the faith forum, where presentations of the strategy and invitation for engagement have been shared.</p>	<p>Positive</p> <p>Positive</p>
Sex	<p>The strategy is aimed at all residents, irrespective of their sex.</p> <p>Although not legally defined by legislation, the strategy recognises that hate can be directed based on an individual's sex. Misogyny, harassment and violence against women and girls remains an outstanding issue in society. As part of the consultation, we asked residents if they felt misogyny should be considered as part of this strategy, 75% of respondents felt it should. While these categories are not classified as hate crimes by the Government, we are in a position to provide support to our residents who are impacted by these issues.</p>	<p>Neutral</p> <p>Positive</p>
Sexual Orientation	<p>The strategy is aimed at all residents, irrespective of their sexual orientation.</p> <p>In 2023 94 homophobic hate crimes were reported in Hammersmith & Fulham similar to the London average.</p> <p>Leading partners such as Gallop, an LGBT+ anti-abuse charity, have been engaged in developing the commitments and action plan for this strategy.</p>	<p>Neutral</p> <p>Neutral</p> <p>Positive</p>
People with Care Experience	<p>The strategy is aimed at all residents irrespective of whether they have care experience.</p>	<p>Neutral</p>

Human Rights or Children's Rights

If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for

	<p>advice</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>
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Section 03	Analysis of relevant data Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
Documents and data reviewed	<p>We have used data from both the 2011 and 2021 census to understand the population within H&F and how they might be impacted by the strategy.</p> <p>In addition we have used police data on hate crimes committed within Hammersmith & Fulham in 2023 and looked at trends over the last 3 years. We have also compared figures seen in Hammersmith & Fulham with those reported across London.</p> <p>Research within the strategy has also referred to national statistics and trends for hate crimes and hate incidents.</p> <p>Reference has also been made to other strategies where appropriate such as the Violence, Against Women and Girls Strategy, the Strategic assessment, and the Equalities Plan.</p>
New research	N/A

Section 04	Consultation
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Consultation	<p>The following consultation has taken place:</p> <ul style="list-style-type: none"> • Presented at the Faith Forum. • A series of Hate Crime pop-up stalls during Hate Crime Awareness week, at W12 Shopping Centre, Lyric Square and North End Road – 16 – 21st October 2023. • Bespoke, translated workshops for refugees and asylum seekers in Farsi, Arabic and Spanish. • Focus group held with a number of community organisations on the 16 November 2023 to gather feedback on the strategy’s main four objectives. This included community groups, local businesses and the police. • Engaged with local businesses on crime prevention and promoted our online consultation. <p>In addition, the strategy launched a Have your Say online consultation survey. The feedback from Hammersmith & Fulham residents and workers has been collated, analysed and incorporated into the strategy’s action plan.</p> <p>The survey found that 42% of respondents experienced hate crime in the past year (either as a victim or witness). However, only around 28% of those who experienced a hate crime reported this to police or another agency. Over 95% of respondents supported the suggested strategy objectives.</p>
Analysis of consultation outcomes	<p>The consultation showed strong support for our suggested objectives, we have now used these objectives to form the basis of our action plan. The consultation feedback has shaped our action plan so that it reflects the views of all partners on actions that are needed to tackle hate crime.</p>

Section 05	Analysis of impact and outcomes
Analysis	<p>There are no direct negative equality implications, under the Equality Act 2010, and a positive impact on certain groups with protected characteristics is anticipated.</p>

Section 06	Reducing any adverse impacts and recommendations
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Outcome of Analysis	<p>Include any specific actions you have identified that will remove or mitigate the risk of adverse impacts and / or unlawful discrimination. This should provide the outcome for LBHF, and the overall outcome.</p> <p>N/A</p>
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Section 07	Action Plan					
Action Plan	<p>Note: You will only need to use this section if you have identified actions as a result of your analysis</p> <p>N/A</p>					
	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan

Section 08	Agreement, publication and monitoring					
Senior Managers' sign-off	<p>Name: Matthew Hooper Position: Director, Public Protection Email: matthew.hooper@lbhf.gov.uk Considered at relevant DMT: 24/4/2024</p>					
Key Decision Report (if relevant)	<p>Date of report to Cabinet/Cabinet Member: March 14th 2024 Key equalities issues have been included: Yes/No</p>					
Equalities Advice (where involved)	<p>Name: Yvonne Okiyo Position: Strategic Lead Equity, Diversity and Inclusion Date advice / guidance given: 11.04.24 Email: Yvonne.Okiyo@lbhf.gov.uk Telephone No: 07824 836 012</p>					

Report to:	Cabinet
Date:	03/06/2024
Subject:	Amendments to Fixed Penalty Notice charges to be issued by the Law Enforcement Team
Report of:	Councillor Rebecca Harvey, Cabinet Member for Social Inclusion and Community Safety
Report author:	Mohammed Basith, Law Enforcement Manager
Responsible Director:	Matthew Hooper, Chief Officer - Safer Neighbourhoods & Regulatory Services

SUMMARY

In a Cabinet report on 4 December 2017 the Council set the Fixed Penalty Notices charges (hereby referred to as FPNs) for Littering and Fly tipping offences. This report proposes some minor amendments to these FPNs and introducing an FPN charge for Household Waste Duty of Care offences. These FPNs are now issued by the Law Enforcement Team (LET).

A summary of the changes can be found below along with a table of all the other fines that will be issued by the LET. This report seeks to increase the FPN's charges.

The full table of FPNs that will be issued by the LET can be found in **Appendix 1**. These powers have already been agreed by Council and are included for information.

RECOMMENDATIONS

1. The existing FPN charge for the offence of leaving litter under section 88 of the Environmental Protection Act 1990 is **increased** from £80 (with an early repayment amount of £60) to £150 (with an early repayment amount set at £100).
2. The existing FPN charge for waste deposit (fly tipping) offences involving larger deposits of waste and litter (for example 2 bags and above equivalent) under section 33ZA of the Environmental Protection Act 1990 is **increased** from £200 (with an early repayment amount of £150) to £1000 (with an early repayment amount set at £500).
3. The council **introduces** a new FPN charge for breaches of the Household Waste Duty of Care under section 34(2A) of the Environmental Protection Act 1990 set at £400 (with an early repayment amount set at £250).
4. The Council introduces these changes with effect from 01 July 2024.

Wards Affected: All

Our Values	Summary of how this report aligns to the Hammersmith & Fulham Values
Building shared prosperity	Ensuring a clean and tidy public realm by effectively tackling littering and fly tipping will help to promote shared prosperity.
Creating a compassionate council	Effectively tackling littering and fly tipping is a priority for our residents. LET officers are also trained to recognise equalities considerations, vulnerabilities or additional needs of residents when considering enforcement action.
Doing things with local residents, not to them	Effectively tackling waste offences is a priority for our residents.
Being ruthlessly financially efficient	FPN charges for these offences will contribute towards the cost of removing litter and fly tips and taking enforcement action.
Taking pride in Hammersmith & Fulham	Ensuring a clean and tidy public realm by effectively tackling waste offences will create a borough we can be proud of.
Rising to the challenge of the climate and ecological emergency	Tackling waste offences effectively will help to protect our local environment from pollution, deter vermin and promote public health.

Financial Impact

The proposed FPNs exist to act as a deterrent against littering and fly tipping in the borough. The level of income from the proposed amendments cannot be predicted but will be closely monitored as fines are issued. All funds collected from the FPNs will be used to contribute towards the costs of removing litter and fly tipping and the costs of enforcement. Any costs associated with implementing these amendments and setting of the new FPNs will be contained within the existing Law Enforcement Team budget for 2023/24.

Kellie Gooch, Head of finance (Environment), 11 January 2024.

Verified by Andre Mark, Head of Finance, 11 January 2024

Legal Implications

Section 33ZA of the Environmental Protection Act 1990 provides an authorised officer of the Council who has reason to believe that a person has committed a waste deposit offence (fly tip) to issue the person a notice offering them the opportunity of discharging any liability to conviction for that offence by payment of a fixed penalty. A waste deposit offence is an offence of depositing controlled waste or knowingly causing or permitting

controlled waste to be deposited on any land without authority contrary to section 33(1)(a) of the said Act.

Section 33ZA(9) provides that the fixed penalty payable is an amount of no less than £150 and not more than £1000, as specified by the Council. If no amount is specified by the council, then the fixed penalty payable is £200.

Section 33(9) of the Act stipulates that the Council must establish a single fixed rate for the fixed penalty regardless of the type of breach, with no scope for challenge of the level of the fine. In view of this, it is recommended that the fine be increased to £1000, with an early repayment rate of £500. This adjustment will help ensure compliance and provide a suitable deterrent for any potential breaches.

The same applies to the Householder Duty of Care regulations which were introduced under Section 34(2A) of the Environmental Protection Act 1990 with the fixed penalty payable of no less than £150 and not more than £600. Similarly, to the above, if no amount is specified by the Council, then the fixed penalty payable is £200.

S88 of the Environmental Protection Act 1990 allows for a maximum penalty notice of £500.00.

Officers are already authorised to issue FPNs under section 33ZA and S88 of the Environmental Protection Act 1990. All the fines will be issued by the Law Enforcement Team.

Legal Implications: Grant Deg, Assistant Director, Legal Services 11 May 2023

Background Papers Used in Preparing This Report

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report.

[Cabinet Report \(4 December 2017\) – PROPOSAL FOR THE FINANCIAL LEVEL OF NEW RUBBISH DUMPING FIXED PENALTY NOTICES](#)

This report, of 2017, set the following:

Littering FPN was set at £80 with an early repayment amount of £60.
Fly tipping FPN adopted at £200 with an early repayment amount of £150.

There has been no increase in fine levy since this date.

DETAILED ANALYSIS

Proposals and Analysis of Options

1. In order to consider these proposals, work has been undertaken in relation to the Councils values. The service has also considered the impact of any change in value on the community. Recent changes in legislation would

permit higher increases of fine level to be made however this is deemed not appropriate at this time.

2. There are two options proposed with option one recommended for progression:
3. **Option 1:** Increase FPN fines for littering and fly tipping and introduce a new FPN fine for Household Waste Duty of Care offences as outlined below (**this is the recommended option**).

Offence	Existing FPN charge – in place since 2017	Proposed FPN charge – to implement from 01/04/24
Littering	£80 (with an early repayment amount of £60)	£150 (with an early repayment amount of £100)
Fly tipping	£200 (with an early repayment amount of £150)	£1000 (with an early repayment amount of £500)
Breach of Household Waste Duty of Care	No existing charge	£400 (with an early repayment amount of £250)

4. This option is recommended to discourage littering and waste dumping in Hammersmith & Fulham, and to maintain a clean, tidy, and safe public realm. We acknowledge that this new level of Fixed Penalty Notice is an increase from the previous amount. However, the Council has kept the FPN level low since 2017.
5. The increased FPNs will contribute towards the cost of removing litter and fly tips and taking enforcement action. Dumped waste can also present health and safety risks to the community and the environment. Tackling waste offences like littering and fly tipping effectively is important in order to protect our local environment from pollution and harm, prevent vermin infestations and to keep the community safe and healthy by managing public health risks.
6. Waste offences such as littering, and fly tipping are borough-wide issues and are priorities for our residents. These issues can be extremely difficult to tackle and are costly for the council to remove.
7. The ability to issue FPNs for breach of Household Waste Duty of Care will allow the LET to better address issues relating to fly tipping and illegal dumping of waste. The council can issue a Household Duty of Care FPN when an individual fails to comply with their duty of care under section 34(2A) of the Environmental Protection Act 1990 in England.
8. Cases where these can be issued include:
 - a. where fly-tipped waste can be traced back to an individual who is found to have failed to take reasonable steps to ensure that they transferred the waste to an authorised person

- b. where an unauthorised carrier is found to be carrying household waste that was directly transferred to them by the occupier of a domestic property
 - c. where an individual is found to have transferred their household waste to an unauthorised person at a site that does not have a permit or exemption
9. An individual should be given an opportunity to demonstrate that they took reasonable steps to determine the person that took their waste was authorised to do so. If fly-tipped waste is traced to an individual and they are unable to identify who took their waste, or the carrier they identify is unauthorised, then it is reasonable to believe their duty of care was not met.
 10. LET officers have also received significant training as part of their role to understand when enforcement action is appropriate and proportionate and to recognise vulnerabilities or additional needs of residents as part of these considerations. Officers have also received training on how to engage with those who have committed a waste offence and to communicate why the FPN has been issued.
 11. **Option 2:** Increase current FPN fine amounts and do not introduce FPNs for breaches of Household Waste Duty of Care.
 12. **Option 3:** Retain current FPN fine amounts and do not introduce FPNs for breaches of Household Waste Duty of Care.
 13. Options 2 and 3 are not the recommended as they will limit the council's ability to effectively tackle fly tipping, litter, and other waste disposal offences.

Reasons for Decision

14. Under the Environmental Protection Act 1990 and the Unauthorised Deposit of Waste (Fixed Penalty) Regulations 2016 the council may specify the amount of the FPN payable for offences under the act and should formally agree these.
15. This report seeks to update the FPN charges in line with the legislation parameters so that it is in line with other boroughs locally and nationally and reflects the severity of the offending and how seriously it is taken in Hammersmith & Fulham.

Equality Implications

16. The proposals contained in this report represent a continuation of current council enforcement activities but brought under a singular team (the new Law Enforcement Team) rather than several different teams. This will ensure a better level of consistency in how enforcement action is taken.
17. The main equalities consideration associated with this report relates to the affordability of the new FPN charges. To manage this the LET will be prioritising

engaging and advising residents about waste offences and the correct disposal methods to prevent these issues arising, by improving compliance and awareness. This engagement work will also support our climate ambitions by helping to promote recycling.

18. However, FPNs will be issued where necessary and proportionate to provide a strong, simple, and consistent deterrent and to effectively tackle persistent littering and fly tipping in the borough. Most residents and visitors comply with the law, present their waste properly and do not litter or dump waste.
19. The council also provides a bulky waste collection service starting from £30 for up to 10 items.
20. A significant discount is also offered for early repayment of the FPN. In some cases, the Council will offer a payment plan to those who are not able to pay at once and continue to refer these individuals to the Cost-of-Living team to help them access support packages available across the Council.

Risk Management Implications

21. The report sets out the legal basis for applying Fixed Penalty Notices with the recommendations proposed being aimed at improving compliance and cleanliness within the borough, which is in line with the Council's objectives. The fee rates proposed are in line with the objective of being ruthlessly financially efficient and income generated is intended to be used to improve the cleanliness of streets and environment across the borough.

Implications completed by: David Hughes, Director of Audit, Fraud, Risk, and Insurance, 27 January 2024

Climate and Ecological Emergency Implications

22. There are no climate and ecological emergency implications associated with this report.

Implications completed by: Jim Cunningham, Climate Policy & Strategy lead, 26 January 2024

LIST OF APPENDICES

Appendix 1 - Table of primary LET offences.

Appendix 1

Fixed Penalty Notices





Fixed Penalty Notice (FPN) Code List



Offence type	Legislation	Code	Full amount	Within	Reduced amount	Within
Litter (item(s) small)	87 & 88 EPA 1990	E1a	150/80	14	100/60	10
Litter (Fly tip / Black bag)	s87 & 88 EPA 1990	E1b	200/150	14	150/100	10
Litter (spitting)	s87 & 88 EPA 1990	E1c	150/80	14	100/60	10
Litter (urinating)	s87 & 88 EPA 1990	E1d	150/80	14	100/60	10
Duty of Care (Transfer Notes / Commercial)	s34(1) (d), (6) & 34A EPA 1990	E2	300	14	n/a	
Failure to produce authority to carry waste	s5 & 5B Control of Pollution (Amendment) Act 1989	E3	300	14	n/a	
Fly-tipping	s33(1) (a) & 33ZA EPA 1990	E4	400	14	250	10
Any PSPO breach (exc. Dog & Alcohol offences)	ASB Crime and Policing Act 2014 s67 & 68	E5	100	14	n/a	
PSPO (dog fouling)	ASB Crime and Policing Act 2014 s67 & 68	E5a	100	14	n/a	
PSPO (dog off lead)	ASB Crime and Policing Act 2014 s67 & 68	E5b	100	14	n/a	
PSPO (failing to put dog on lead)	ASB Crime and Policing Act 2014 s67 & 68	E5c	100	14	n/a	
PSPO (dog excluded area)	ASB Crime and Policing Act 2014 s67 & 68	E5d	100	14	n/a	
PSPO (No. of dogs)	ASB Crime and Policing Act 2014 s67 & 68	E5e	100	14	n/a	
Alcohol PSPO Breach	ASB Crime and Policing Act 2014 s63 & 68	E5f	100	14	n/a	
CPN breach	s48 & 52 ASB Crime and Policing Act 2014	E6	100	14	n/a	
Commercial waste receptacle breach	s47 & 47ZA EPA 1990	E7	110	14	n/a	
Repairing vehicles on road	s4 & 6 CNEA 2005	E8	100	14	n/a	
2 or more vehicles for sale	s3 & 6 CNEA 2005	E9	100	14	n/a	
Abandoning a vehicle	s2 & 2A Refuse Disposal (Amenity) Act 1978	E10	200	14	n/a	
Flyposting / graffiti	s43 & 44 ASB Act 2003	E11	100	14	n/a	
Duty of Care (householder)	s34 2(A), (6) & 34ZA EPA 1990	E12	400	14	250	10
Street trading (contravention of conditions)	s34(1) LLAA 1990 & s15 LLAA 2004	ST1	100	28	60	14
Street trading (false statements)	s34(2) LLAA 1990 & s15 LLAA 2004	ST2	125	28	75	14
Street trading (resisting / obstructing officer)	s34(3) LLAA 1990 & s15 LLAA 2004	ST3	250	28	150	14
Street trading (non-production of licence)	s34(4) LLAA 1990 & s15 LLAA 2004	ST4	100	28	60	14
Unlicensed Street Trading	s38(1) LLAA 1990 & s15 LLAA 2004	ST5	150	28	90	14
Civic amenity site non-compliance	LLAA 2004 sch 2 & LLAA 2007 s26	ST6	100	28	60	14
Affixing picture, etc. to surface of highway	s132 HA 1980 & s8 LLA & TFL Act 2003	HA2	100	28	50	14
Depositing anything on highway - interruption	s148(c) HA 1980 & s8 LLA & TFL Act 2003	HA3	100	28	50	14
Depositing anything on highway - injury or danger	s161 HA 1980 & s8 LLA & TFL Act 2003	HA4	100	28	50	14
Scaffolding, etc. non-compliance of licence	s169 HA 1980 & s8 LLA & TFL Act 2003	HA5	100	28	50	14
Unlicensed skip	s139(3) HA 1980 & s8 LLA & TFL Act 2003	HA10	100	28	50	14
Failure to illuminate skip	s139(4) a HA 1980 & s8 LLA & TFL Act 2003	HA11	100	28	50	14
Environmental Other - outline	Outline	E99				
Highway Other - outline	Outline	H99				





FPN-0005000

Fixed Penalty Notice (FPN)

- 1. Alleged offender:.....
.....
- 2. Date of birth:.....
- 3. Address:.....
.....
.....
- 4. I, an authorised officer of Hammersmith & Fulham Council, have reason to believe that on
.....(Date)(Time)
at the following Location:.....
.....
.....
you committed an offence as described (right):

Particulars of offence:

Legislation:

- 5. Offence code: Full amount:.....
due within:.....days.
Reduced amount (if applicable):.....
due within:.....days.

This Fixed Penalty Notice (FPN) offers you the opportunity to discharge any liability to conviction for the above offence by payment of a fixed penalty as detailed above. If you fail to make payment within the timescales stated above you may be prosecuted for the offence listed. If convicted you could receive a much larger fine and be liable for the council's costs.

Hammersmith & Fulham Council will process your personal information lawfully and fairly; it will be stored for up to six years and may be shared by the council in accordance with Data Protection Legislation including the General Data Protection Regulation (GDPR) and law enforcement data processing legislation

relevant to Local Authorities exercising their statutory functions when dealing with crime and other threats to community safety and security. This includes using it for the purposes of confirming your identity and may be cross referenced with other council databases for this purpose and/or consideration of prosecution by the council or for recovery of debt. We may share your personal information with other agencies where the law requires us to or where it is appropriate to support our statutory duties. Additional information about your rights and our compliance obligations under the Data Protection Legislation can be found in our corporate privacy notice at www.lbhf.gov.uk

PAYMENT MAY BE MADE BY THE FOLLOWING METHODS

THROUGH OUR WEBSITE OR PHONE PAYMENT SERVICE

You can pay at any time with a debit or credit card by visiting www.lbhf.gov.uk/secure-online-payments or by using our automated phone payments service on **020 8753 1930**.

THROUGH ONLINE BANKING

Please give your bank all our details when making your payment: Sort code: 60-50-06 • Bank account: 11402598

and **quote your FPN number as a reference** (see top right corner of this notice).

AT YOUR BANK BRANCH

Cash and cheque payments can be made via your own bank branch. **Ensure you quote your FPN number as a reference** (see top right corner of this notice).

QR Code:

Point your camera at the QR code to scan the QR code on this FPN. A notification will pop-up on screen. Click on the notification to open the website link.

There is no formal right to appeal, however the council will accept representations from you within seven days of the date of this notice. If you wish to make representations relating to this Fixed Penalty you can do so online by accessing www.lbhf.gov.uk Alternatively you can write into the **The Fixed Penalty Administrator, 145 King Street, Hammersmith, W6 9JT**

or email FPNadministrator@lbhf.gov.uk

Legal proceedings will not be initiated whilst the representations are being considered. If the representations are rejected payment will be due in the timescales stated in Section (5) above from the date of the rejection letter.

Signature of authorised officer: Date:.....

Name of authorised officer:.....

Agenda Item 6

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Cabinet

Date: 03/06/2024

Subject: LBHF Companies Update

Report of: Councillor Rowan Ree, Cabinet Member for Finance and Reform

Report author: Joanna McCormick - Assistant Director Procurement and Commercial

Responsible Director: Sukvinder Kalsi, Strategic Director of Finance

SUMMARY

The London Borough of Hammersmith & Fulham has several companies registered at Companies House. This report provides an update on the status of these companies.

RECOMMENDATIONS

1. To note that Appendices 1-7 are not for publication on the basis that they contain information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
 2. To note the status of the companies.
-

Wards Affected: None

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	When the companies do well it benefits the borough and ultimately our residents
Creating a compassionate council	Setting up companies can enable the council to manage issues that affect residents more innovatively
Doing things with local residents, not to them	Enables the Council as shareholder to influence delivery against resident priorities through innovation and commercial approaches.
Being ruthlessly financially efficient	On occasion companies can assist the council in operating efficiently and

	securing better outcomes for the borough.
--	---

Our Values	Summary of how this report aligns to the H&F Values
Taking pride in H&F	Company business often supports improvements to the borough
Rising to the challenge of the climate and ecological emergency	Ensuring that we as a shareholder or partner highlight the council's commitment to climate and ecological emergency in the work companies deliver.

Financial Impact

See Exempt appendix 7.

Alex Pygram, Head of Finance, Corporate Services, 26th February 2024

James Newman, AD Finance, 27th February 2024

Legal Implications

This report recommends that Cabinet notes the status of companies owned by the Council. This report will be subject to onward approval by Cabinet since the companies cover more than one Cabinet Member portfolio.

Angela Hogan, Chief Solicitor (Contracts and Procurement), 26th February 2024

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

Proposals and Analysis of Options

1. The council presently has 3 active limited companies and is part of 2 Joint Ventures.
2. Cabinet now receives regular updates on the position of the companies. This fulfils the function of the council as a shareholder or joint venture partner in these companies, enhancing transparency and oversight.
3. Council departmental directors and appropriate officers engage with relevant companies as required for the business of the companies. Regular updates are presented to the internal Commercial Board on activities of companies and the LLPs.

4. Each company has their own legal advice and accountancy support. LLP programme arrangements are in place to track the risk and delivery of the developments. The director arrangements have been refreshed and training is provided to support directors working on the Joint Ventures.
5. LBHF companies have been constituted for a purpose and once that purpose is fulfilled action is taken accordingly in relation to their direction of travel.
6. An overview of the companies' status on Companies House, purpose and direction of travel is as follows:

Company (Companies House link)	Purpose & direction of travel
Active	
H&F Housing Developments LTD https://find-and-update.company-information.service.gov.uk/company/07811156	Development of building projects. See Appendix 4 Keep as is
HFS Developments 2 Limited https://find-and-update.company-information.service.gov.uk/company/10286958	Development of building projects, buying, and selling of own real estate. See Appendix 2 Keep as is
LBHF Ventures Limited https://find-and-update.company-information.service.gov.uk/company/10222097	Management consultancy, public administration activities, support to performing arts and other information service activities. Exploring options for next steps
LLP	Purpose & direction of travel
HFS Developments LLP https://find-and-update.company-information.service.gov.uk/company/OC392278	Joint Venture to optimise provision of affordable housing in the borough. See Appendix 1
West King Street Renewal LLP https://find-and-update.company-information.service.gov.uk/company/OC430982	Joint Venture for the development and sale of 204 properties. See Appendix 3 Keep as is

7. Further details about the workings of these companies can be found in Appendices 1 – 7.

Risk Management Implications

8. The report sets out the status, purpose and direction of travel for the council-owned companies and confirms the arrangements for corporate oversight. This will help to provide appropriate assurance to the Cabinet on the companies' activities, the delivery of objectives set when the companies were established and the management of risks relating to the delivery of objectives.

David Hughes, Director of Audit, Fraud, Risk and Insurance, 26th February 2024

LIST OF APPENDICES

- Exempt Appendix 1 provides further detail on joint venture – HFS Developments LLP
- Exempt Appendix 2 provides further detail on a limited company – HFS Developments 2 Ltd
- Exempt Appendix 3 provides further detail on joint venture - West King Street Renewal LLP
- Exempt Appendix 4 provides further detail on a limited company – H&F Housing Developments Ltd
- Exempt Appendix 5 – Note on LBHF Family Support Services Ltd
- Exempt Appendix 6 – Note on LBHF Ventures Ltd
- Exempt Appendix 7 – Finance Implication

Agenda Item 7

LONDON BOROUGH OF HAMMERSMITH & FULHAM

Report to: Cabinet

Date: 03/06/2024

Subject: Avonmore Primary School – Construction Contractor Procurement Strategy Budget and Request

Report of: Councillor Andrew Jones, Cabinet Member for the Economy

Report author: Matt Rumble, Strategic Head of Regeneration and Development

Responsible Director: Bram Kainth, Strategic Director for the Environment

SUMMARY

This report concerns the proposed redevelopment of Avonmore Primary School, Avonmore Road, W14 8RL, (“**Site**”). This report seeks approval for both a capital budget and the works procurement strategy for the principal construction contractor to complete the development.

The proposed scheme (“**Development**”) is on the site of the existing school, and has been co-produced with school governors, the wider school community and local residents. It will provide a modern, fit for purpose one form entry (1FE) Primary School, as well as enhanced nursery and Special Educational Needs and Disabilities (SEND) provision. The site can also accommodate 91 new homes, of which 45 will be provided as affordable housing.

The provision of modern, sustainable, high-end school facilities is vital to the council’s Industrial Strategy; access to excellent educational opportunities for every young person across Hammersmith and Fulham is a fundamental element of building shared prosperity and fostering inclusive growth. Similarly, the proposals ensure that the council continues to maximise opportunities to add to the provision of affordable housing across the borough.

In line with the council’s net-zero ambitions, the school facilities and new homes have been designed to high sustainability and environmental standards which translate into an estimated 75% reduction in operational carbon emissions. This reduction will significantly reduce energy costs for the school and future residents, which is particularly important in view of the current economic climate and ongoing cost of living crisis.

As the scheme progresses, the council will continue to explore further means by which it can deliver more benefits to local residents. Subject to planning conditions and funding availability, it may be possible to convert a greater proportion of the market-sale homes to affordable tenures. Furthermore, as the scheme nears completion, a local lettings policy will be designed to ensure that a broad range of local residents are able to access new homes. The council has designed a specific model of intermediate affordable housing targeted at enabling a greater proportion of key workers to access family-sized affordable housing.

RECOMMENDATIONS

That Cabinet:

1. Notes that Appendix 2 is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).
2. Notes that Full Council approval will be sought for a total Development capital budget, including contingencies, to deliver the proposed new one form entry school and associated nursery and SEND facilities and new homes, to be funded through a combination of HRA and GF borrowing, Right to Buy receipts and capital sales receipts from shared ownership and private leasehold sales, as set out in exempt Appendix 2.
3. Authorises the Strategic Head of Regeneration and Development to take decisions on expenditure against this contingency budget subject to the continued viability of the development.
4. Approves the Procurement Strategy, as set out in Appendix 3, to procure a principal construction contractor, using a single stage lump sum JCT standard form of building contract, on a design and build basis, via a two-step mini competition procurement route, using the preferred Notting Hill Genesis Framework Agreement (NHG).

That Full Council:

5. Approves a total Development capital budget, to deliver the proposed new school, nursery and new homes. The budget will be funded through a combination of HRA and GF borrowing, Right to Buy receipts and capital sales receipts from shared ownership and private leasehold sales, as set out in exempt Appendix 2.

Wards Affected: Avonmore & Brook Green

Our Values	Summary of how this report aligns to the H&F Values
Building shared prosperity	The Development of the Site would bring about measurable local benefits, including realisable benefits during the construction stage where contractors, under the council's procurement policy, will be incentivised to provide Social Value that is aligned to the council's strategies such as the Industrial Strategy.
Creating a compassionate council	The Development helps meet the need to provide a new, modern, fit for purpose 1FE primary school, including enhanced nursery

	<p>and SEND and community facilities.</p> <p>The Development would also help to meet the acute need for affordable housing in the locality as well as the wider borough with the provision of 45 affordable homes. The council will also explore the possibility of converting the market homes to affordable homes subject to Planning permission being secured.</p>
Doing things with residents, not to them	<p>The scheme has been coproduced with the school and involves extensive engagement with residents and the local community at all stages. The construction contractor would be required to work in accordance with council's values of doing things with residents, not to them, throughout all Development stages.</p>
Being ruthlessly financially efficient	<p>Selection of the construction contractor through a robust procurement process would ensure that the project has the best possible chance to deliver a new modern school and facilities, alongside high-quality residential homes that are operationally net-zero carbon, through the use of external funding and incorporation of private sale homes, demonstrating the ruthless financial efficiency of the development while maximising the number and sizes of affordable homes.</p>
Taking pride in H&F	<p>The aim of the Development is to create a lasting and positive legacy through well-designed architecture and amenities while meeting the climate challenge, the community schools programme objectives and the acute need for affordable housing in the borough.</p>
Rising to the challenge of the climate and ecological emergency	<p>The Development would deliver a highly sustainable new school and new homes that achieve high levels of energy efficiency and are fossil-fuel free, and so help create and sustain a low carbon community. The brief to the construction contractor will be to meet the targets set out in the emerging Climate Strategy with the aim to achieve a significant reduction in operational carbon usage, thereby reducing the fuel bills of future residents.</p>

Financial Impact

The total development budget and its funding resources are set out in exempt Appendix 2.

Finance implications: completed by Ariana Murdock, Finance Manager (Strategic Capital), 19th March 2024

VAT implications: update completed by Joanna Monaghan, Principal Accountant (Taxation), 3rd April 2024

Verified by: Sukvinder Kalsi, Strategic Director of Finance, 14th March 2024

Legal Implications

The Equality Act 2010 (EqA 2010) created a single general public sector equality duty (PSED) under section 149 of that Act. The PSED applies to public authorities exercising public functions. The PSED requires public authorities to have “due regard” to:

- The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the section 149(1)(a) EqA 2010.
- The need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it (section 149(1)(b) EqA 2010)

The duty on public authorities to have “due regard” to the PSED in section 149(1) of the EqA 2010 is more than simply a requirement to have general regard. It is a continuing duty to which all decision-makers must have regard. Proper consideration must be given to the PSED and its requirements. An Equalities Impact Assessment in respect of the proposed development has been carried out and the key findings are summarised at Appendix 5 to this report.

The legal implications in relation the proposed Procurement Strategy are set out in exempt Appendix 3.

Procurement Implications (Appendix 3): completed by Joginder Bola, Senior Solicitor (Contracts & Procurement), 22nd January 2024

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

PROPOSALS AND ANALYSIS OF OPTIONS

Strategic context

1. The council’s approach to economic growth is guided by its ambitious Industrial Strategy. Economic growth in Hammersmith and Fulham is rooted in

imaginative placemaking that creates vibrant, sustainable public spaces and strategic development that allows communities to maintain and grow their diversity, cohesion and ambition. Only by having inviting, liveable places, housing and facilities that is accessible to all can the borough realise its ambition of fostering inclusive economic growth.

2. Recognising that the council is well-placed to make a significant direct contribution towards the delivery of high-quality housing, it established the Building Homes and Communities Strategy in 2019. Its overarching aim is to foster diverse, collaborative communities through the provision of a range of affordable housing options targeted at lower-income households and intermediate options for key workers. It also provides important community infrastructure such as schools and community halls.
3. More recently, the council pledged to secure up to 3,000 new affordable homes over the next four years through a range of avenues including the council's development programme, partnership initiatives and the planning pipeline. The council is committed to defining creative approaches to tackling the housing crisis and exploring the role of intermediate housing options in retaining and attracting workers needed to grow the borough's most exciting growth sectors and deliver the borough's most important public services.

Background

4. In March 2019, Cabinet approved the strategic case for the Community Schools Programme (CSP). This strategy considered the role of modern education facilities and affordable housing in driving the council's inclusive growth agenda and the Industrial Strategy more broadly. It also acknowledged the lack of funding available from the Department for Education (DfE) to enable school improvements. The strategy has three core aims:
 - To re-provide modern, fit for purpose schools to support the borough's ambition to give children the best start in life,
 - To support the funding of education in Hammersmith & Fulham, including future repair and planned maintenance requirements across the school community, and,
 - To fund school redevelopment through the creation of much needed affordable housing which will help maintain the borough's vibrant social mix.
5. The present school building was built as a temporary post war structure, which has been supplemented with various ad-hoc module and prefabricated building additions and alterations over the years to respond to demand. This approach has resulted in an inefficient site with operational challenges.
6. Since large parts of the school building fabric have fallen into disrepair and are considered to have surpassed their life expectancy, it has been deemed that the school is no longer fit for purpose and risk failing to offer the best learning environment for pupils or staff.

7. By June 2020, the council had appointed a project team to progress the scheme to the point of a planning application submission. This team consisted of the relevant disciplines required to enable a sustainable, cost-effective, co-produced design to be developed.
8. At the point of the initial budget approval in March 2019, it had been considered that the approved budget was sufficient to enable the scheme to progress to the end of RIBA Stage 3. Between March 2021 and May 2022, however, the council halted the work of the design team to enable an extended period of consultation with the local community. Design work recommenced in January 2023, though further budget approvals have been sought to respond to the prolongation and further building regulation that had been introduced in the interim period. Further detail is provided in exempt appendix 2.
9. The extended consultation phase has enabled the submission of a planning application in November 2023 that represents a sustainable, co-produced and well-designed set of proposals, including a new primary school, enhanced nursery and SEND facilities, and 91 new homes of which 50% are affordable.
10. The scheme is currently designed to achieve 70% reductions in operational CO2 emissions and the school facilities achieve a BREAAAM excellent rating. These design choices will contribute towards reductions in running costs and utility bills for both the school and future residents.
11. The next section of this report sets out further detail in relation to the scheme, such as the co-production process and the design principles that have underpinned its progress thus far. It also sets out further detail regarding the new homes that will be developed on site. Full detail in relation to technical elements of the scheme and the statement of community involvement can be located within the publicly available planning application.

Design Co-Production & Consultation

12. Following the decision taken by Cabinet in March 2019 to approve the progression of the Community Schools Programme, an extensive engagement process with the school community and local residents began in relation to the design of the scheme. This has included a series of online and in person events.
13. Throughout the design process there have been public consultation events and ongoing informal opportunities for the school community and residents to provide comments on and shape the emerging proposals for the scheme. This process has, as appropriate, included members of the design team, the Cabinet Member, and senior officers.
14. To ensure that the design team has been best placed to reflect the views of the school community and residents in the emerging designs, technical work in relation to the design was halted between March 2021 and May 2022 to enable an extensive period of ongoing consultation.
15. In the months prior to the planning application made in November 2023, the council held a series of exhibitions and on-line events, to share the co-

produced proposed designs with residents, local groups and the school's community. In addition, individual presentations were offered to key external stakeholders.

Design Principles

16. The design has been produced from the outset as described above. There are several further principles that have served to underpin the ongoing design work.
17. Accessibility and inclusive design have been constant drivers within the design process. Specialist accessibility consultants have inputted into the proposals throughout to ensure that accessibility has been properly considered in all decisions. On several occasions, the resident-led Hammersmith and Fulham Inclusive Design Panel has considered emerging proposals. The feedback has consistently been positive, valuable, and important in shaping the design.
18. In line with the council's commitment to *Take Pride in H&F* and attempt to reduce crime wherever possible, the scheme has adopted Secure by Design principles to ensure the safety of pupils, residents, and wider users.
19. From a sustainability perspective, the scheme has many positive elements within the design. Estimated operational carbon reductions in the region of 75% are expected owing to the design work, and the school facilities will achieve industry recognised BREEAM Excellent standard. Urban greening across the site has been optimised and the scheme will see a biodiversity net gain owing to a range of ecological improvements.

New education facilities

20. A detailed breakdown of all new proposals in relation to new education facilities can be found within the planning application, though the report briefly summarises key improvements below.
21. The school and nursery buildings provide additional space over and above the DfE requirements for schools of this type. They also include a higher provision of 'intervention spaces' for SEND support.
22. A range of 'specialist teaching spaces' in excess of DfE requirements are also provided. These spaces include a bespoke Art and Design Technology room as well as a science room larger than DfE requirements. These elements are important to reflecting the priorities of the Industrial Strategy in our education provision through enabling effective learning of creative and scientific skills that will be important to the borough's economic growth in the short-medium term.
23. The school also includes a rooftop learning deck to provide a diverse range of learning environments and to facilitate outdoor learning and play.

New homes

24. A summary of the residential element of the scheme is provided below.
25. The final design will deliver 91 new, sustainable homes, of which:

- 45 (50%) of which will be affordable, comprising of:
 - 27 (30%) homes for Social Rent, and,
 - 18 (20%) homes for Shared Ownership (New Model)

Along with:

- 46 (50%) homes for private (leasehold) sale.

26. 10% will be wheelchair accessible. Due to the constraints of the site, the associated blue badge parking spaces, for these accessible homes, can and will be accommodated within the spare capacity established in the surrounding streets.
27. In line with planning policy, the delivery of the 45 new affordable homes equates to 50% affordable housing provision by 'habitable rooms' in this development. The delivery of 46 private homes yields the necessary net sale proceeds to provide cross subsidy funding for the new school and ancillary accommodation and underpins the approved Community School Programme's strategic objectives.
28. The council has a strong ambition to maximise affordable housing delivery as far as possible. Officers will, at the appropriate stage, explore the use of further subsidy (such as affordable housing S106 funds) to potentially convert all and/or a proportion of the 46 private homes to affordable homes. This could include specific intermediate housing initiatives for key workers, or broader low-cost home ownership opportunities for local residents.
29. Local authorities hold land for specific statutory purposes. Section 122 of the Local Government Act 1972 permits the Council to appropriate land for another purpose where it is no longer necessary for the purpose for which it is held immediately before the appropriation. This includes appropriating land for planning purposes which was previously held for education purposes.
30. **Section 246 of the TCPA 1990** states that a reference to appropriation for planning purposes is a reference to the appropriation of land for the purposes for which land could be acquired under ss 226 and 227 of TCPA 1990.
31. **Section 226 of the TCPA 1990** authorises a local authority to acquire compulsorily any land in their area for planning purposes. This acquisition can take place in one of the following two circumstances if the local authority thinks:
- a) the acquisition will facilitate the carrying out of development, redevelopment or improvement on or in relation to the land (section 226(1)(a), TCPA 1990);
 - or;
 - b) which is required for a purpose which it is necessary to achieve in the interests of the proper planning of an area in which the land is situated (section 226(1)(b), TCPA 1990);

But a local authority must not exercise the power under paragraph (a) unless they think that the development, re-development or improvement is likely to contribute to the achievement of any one or more of the following objects—

- (a) the promotion or improvement of the economic well-being of their area;
- (b) the promotion or improvement of the social well-being of their area;

(c) the promotion or improvement of the environmental well-being of their area (section 226(1) (1A), TCPA 1990)

32. However, in reaching this decision to appropriate the Council must consider the public need within the area for the existing use. A separate report will be brought to Cabinet before the development is commenced.

Next Stage

33. Following the planning application made in November 2023, the next stage of the development is to seek to procure a construction contractor to build the scheme. To progress a procurement strategy for the main contractor and a decision to approve a further development budget require approval from Cabinet and Full Council respectively.

34. The procurement strategy is appended at appendix 3 for reference. Exempt appendix 2 contains finance implications relating to the construction budget request and demonstrates that the scheme can continue to operate on a self-financing basis.

35. The key milestones of the redevelopment project, as the timetable currently stands, are outlined below with a phased practical completion being anticipated during Spring and Summer 2026.

Development's Main Milestones	Date
S77 Application to DfE	Summer 2023
Full Planning Application Submission	Nov 2023
Cabinet Approval - Procurement Strategy	May 2024
Full Council Approval – Development Budget	May 2024
Anticipated Planning Application Decision (LPA Planning Committee)	June - August 2024
RIBA Stage 4:	
Commencement of the Procurement Stage (SQ/ITT)	Late May 2024
Conclusion of Procurement Stage, Review & Evaluation	Dec 2024
Award Decision (CM)	Jan 2025
RIBA Stage 5 to 7:	
Contract Award & Mobilisation Period	Jan 25
Anticipated Contractor Possession/Start on Site	Apr 25
Contract Period (School 24 mths & Residential 30 mths)	
Anticipated Sectional Completion (School)	Apr 27
Anticipated Practical Completion (Residential)	Oct 27

Options Analysis

Option 1: Do nothing (not recommended)

36. The “do nothing” option would either mean not proceeding with this decision, or not proceeding with the Development.
37. Not proceeding with this decision has a range of consequences. Firstly, delaying this decision would lead to a delay in the development process and threaten the availability of funding sources on which the scheme relies. Right to Buy funding has been currently allocated to the project and its availability depends on the development continuing to progress in line with the milestones provided above. There is no guarantee of future grant funding and subsidy becoming available to the scheme and thus no guarantee that it would be able to self-finance in future.
38. Secondly, the decision to not proceed would result in all costs incurred so far becoming abortive. Exempt appendix 2 details the nature of hitherto incurred costs.
39. Finally, the decision not to proceed would constitute a failure to meet both the strategic objectives of the Community Schools Programme and the council’s priority to maximise affordable housing delivery.

Option 2: Approve this report’s recommendations (recommended)

40. This option is recommended. It will allow the council to progress the scheme in line with the milestones described above and will ensure that the organisation continues to deliver against the strategic priorities set out elsewhere within this report, remain ruthlessly efficient and minimise delays.
41. It should be noted that the procurement strategy contains a thorough, bespoke options appraisal in relation to the specific routes to market.
42. It should be noted however, that proceeding at this stage with the procurement prior to securing the s77 consent and full planning permission or the appropriation, could have resource consequences if these are refused. This has been weighed against the financial implication of delaying procurement until these are secured.

Reasons for Decision

43. These decisions are required to comply with the relevant requirements within both the Financial Regulations and Contract Standing Orders. Financial Regulations require that a budget request of this scale be approved by Full Council. Contract Standing Orders require that procurement strategies for high value contracts be approved by Cabinet.

Equality Implications

44. As per the Equality Act 2010, the council must consider its obligations regarding the Public Sector Equality Duty (PSED). It must carry out its function with due regard to the duties (including under Human Rights Act 1998) and its effect on the protected characteristics in a relevant and proportionate way. The PSED came into duty on 6 April 2011.
45. An Equalities Impact Assessment has been carried out and is set out in detail in Appendix 4. It is not anticipated that the approval of any of the recommendations set out at the beginning of this report will have any direct or negative impact on any protected groups under the Equality Act 2010.

Risk Management Implications

46. The report recommends approving a development capital budget and a procurement strategy to appoint a principal contractor to deliver a new one form entry school, associated nursery, SEND facilities and 91 new sustainable homes. This is in line with several council priorities, including creating a compassionate council and being ruthlessly financially efficient.
47. The report recognises several processes, risks and challenges which will need to be considered and navigated and provides mitigating actions where appropriate.
48. Officers will ensure that it is made clear to tenderers that the scheme will need to be contained within the overall scheme budget approved. Officers will also confirm that an appropriate budget is in place to cover the enabling works referred to in the report.
49. Appropriate programme, governance, reporting and communications must be put in place to ensure that the programme is delivered, to budget, on time, with to the defined quality levels and that the required outcomes are achieved. This will include maintaining a programme Risks, Assumptions, Issues and Dependencies (RAID) log.

David Hughes, Director of Audit, Fraud, Risk and Insurance, 16 February 2024

Climate and Ecological Emergency Implications

50. The site has specified high levels of energy efficiency beyond minimum requirements, maximises solar panels and utilises a fully low-carbon communal heating system, which will allow future connection to any wider heat network developed in the area. These measures achieve a good level of carbon reduction on-site of 72.9% beyond building regulations.
51. The development has average-to-high embodied emissions from the materials to construction phases compared to industry benchmarks, due to its significant use of reinforced concrete in the design. A number of proposals are made to reduce some of this embodied carbon impact, which will be adopted.

Jim Cunningham, Climate Policy & Strategy Lead, 23rd January 2024

52. The development has considered options to maximise biodiversity where possible in line with legislation and taking officers comments into account.

Phoebe Shaw Stewart, Ecology Lead, 29th January 2024

Local Economy and Social Value

53. Local Economy and Social Value are considered in Appendix 3 – Main Contractor Procurement Strategy.

LIST OF APPENDICES

Appendix 1 – Site Plan

Appendix 2 – Exempt Finance Comments

Appendix 3 – Main Contractor Procurement Strategy

Appendix 4- Public Sector Equality Duty

Appendix 5 – Equality Impact Assessment (EqIA)

APPENDIX 3 – RECOMMENDED AVONMORE PRIMARY SCHOOL MAIN CONTRACTOR PROCUREMENT STRATEGY

Summary

This procurement strategy sets out the procurement route, for commissioning a ‘high value’, design and build works, by a principal construction contractor, for the proposed redevelopment of the site known as Avonmore Primary School, Avonmore Road, W14 8RL.

The proposed scheme, in respect of which a full planning application was submitted in November 2023, and allocated reference number 2023/00087/FR3, co-produced primarily with the Avonmore school and governors, along with local residents and the wider community and delivered directly by the council, will see the redevelopment of the Site, which currently accommodates Avonmore Primary School, a one form entry school (1FE), together with nursery and limited Special Educational Needs and Disabilities (SEND) facilities.

The proposed redevelopment will look to provide a new modern, fit for purpose one form entry (1FE) Primary School for 30 pupils in reception through to year 6, with complementary nursery accommodation and enhanced SEND and community facilities throughout, alongside, the provision of 91 new modern and sustainable homes, of which 50% will be affordable.

The proposed redevelopment of Avonmore school delivers against the council’s Community Schools Programmes’ (CSP) strategic objectives by providing environments that contribute to improving children’s self-esteem and self-worth, improving the flexibility of classroom space to meet new expectations around an agile curriculum, in line with the emerging OFSTED framework, more creative use of play space to support healthy school outcomes, aiding teacher recruitment and retention, by providing modern fit for purpose environment and improving inclusion by designing sufficient space and facilities for learners requiring extra support. In addition, it is self-funded, which will support the long-term financial health of the Housing Revenue Account and General Fund, without putting pressure on other council budgets.

The scheme also delivers against the Council’s Building Homes and Communities (Growth) Strategy, underwrites the Council’s Financial Strategy and responds to the Council’s approved Climate and Ecology Strategy and transitional targets.

The development is currently designed to achieve elevated levels of ecology and sustainability standards, consequently, achieving BREAAM ‘excellent’ and reducing operational ‘on-site’ carbon emissions by c. 75% respectively, thereby, helping to reduce running costs and energy bills to the school, users and residents accordingly.

The council’s ambition is to maximise affordable housing across the borough and its development programme therefore, subject to planning, may look to convert the market homes in this scheme to affordable through the use of subsidy such as section 106 funding.

Alongside this, the council will develop a local lettings policy and an innovative model of intermediate affordable housing, aligned to its wider Industrial Strategy objectives of placemaking, inclusion and economic growth. Intermediate affordable homes will be prioritised for 'key workers' on a range of incomes; to support young, growing families on lower incomes; and growth employment sectors of science and innovation.

Financial Impact

1. This report proposes to procure through the Notting Hill Genesis framework under a single stage design and build JCT contract for the proposed development.
2. There is no direct financial impact of approving this strategy except for minor legal costs which can be funded from the existing RIBA stage 3 development capital budget. The full cost of the construction will not be known until the tender process is complete. Full financial implications and checks on the financial standing of the successful tenderer will be set out in the subsequent contract award decision report.
3. Further funding will be sought from the Cabinet subject to financial viability and deliverability of the project, prior to the agreement of a principal construction contract.

Harun Guleid, Principal Accountant (Development), 27th March 2024

Verified by: Sukvinder Kalsi, Director of Finance, March 2024

Legal Implications

1. The value of the contract will be over EU thresholds and so the Public Contracts Regulations 2015 (PCRs) will apply.
2. It is also a High Value Contract under the Council's Contract Standing Orders (CSOs).
3. The procurement strategy proposed has identified using the Notting Hill Genesis framework, which is a compliant framework. This strategy would comply with both the PCRs and the CSOs.
4. All procurement strategies must be submitted to the Contracts Assurance Board before being submitted for approval to the decision maker in accordance with CSO 18.1. Where the procurement strategy concerns a contract with estimate value in excess of £300,000 in value or the expenditure is otherwise significant, then it is a Key Decision (see Article 12 of the Constitution) and the report must be submitted to Committee Services for publication on the Council's website.

5. As the contract value will be over £5,000,000 this procurement strategy would need to be approved by the Cabinet (CSO 18.1).

Joginder Bola, Senior Solicitor (Contracts & Procurement), 22nd January 2024

Background Papers Used in Preparing This Report

None

DETAILED ANALYSIS

Background

1. The council's approach to economic growth is guided by its ambitious Industrial Strategy. Economic growth in Hammersmith and Fulham is rooted in imaginative placemaking that creates vibrant, sustainable public spaces and strategic development that allows communities to maintain and grow their diversity, cohesion and ambition. Only by having inviting, liveable places, housing and facilities that is accessible to all can the borough realise its ambition of fostering inclusive economic growth.
2. Recognising that the council is well-placed to make a significant direct contribution towards the delivery of high-quality housing, it established the Building Homes and Communities Strategy in 2019. Its overarching aim is to foster diverse, collaborative communities through the provision of a range of affordable housing options targeted at lower-income households and intermediate options for key workers. It also provides important community infrastructure such as schools and community halls, promoting opportunity and cohesion.
3. More recently, the council pledged to secure up to 3,000 new affordable homes over the next four years through a range of avenues including the development programme, partnership initiatives and the planning pipeline. The council is committed to defining creative approaches to tackling the housing crisis and exploring the role of intermediate housing options in retaining and attracting workers needed to grow the borough's most exciting growth sectors and deliver the borough's most important public services.
4. Running parallel with these housing and growth initiatives, in March 2019, recognising there was little or no funding available from the Department for Education (DfE), Cabinet approved the strategic case for the Community Schools Programme (CSP), which had three core aims:
 - To re-provide modern, fit for purpose schools to support the borough's ambition to give children the best start in life,

- To support the funding of education in Hammersmith & Fulham, including future repair and planned maintenance requirements across the school community, and,
 - To fund school redevelopment through the creation of badly needed affordable housing which will help maintain the borough's vibrant social mix.
5. As part of that report, Cabinet also approved both the Flora Gardens Primary School and Avonmore Primary Schools as being the first two projects within the community schools programme (CSP), and, that further work be undertaken to proceed to planning application stage (RIBA Stage 3). An initial budget of £1,165,940 was originally allocated for Avonmore to proceed to this stage. Decisions regarding the use of this budget were delegated to the Strategic Director for Growth & Place in consultation with the Strategic Directors for Finance & Governance and for Children's Services and the Cabinet Member for Economy and the Arts, as appropriate.
 6. The Avonmore Primary School site is home to an existing One Form Entry (1FE) Primary School with both nursery and limited SEND facilities and Ofsted rated 'outstanding'.
 7. Notwithstanding the above, the present physical school building was only built as a temporary post war structure, which has been supplemented with various ad-hoc module and prefabricated building additions and alterations over the years, as and when additional space was needed, resulting in an inefficient site with operational challenges with spill-over rooms to the main building, poor-quality circulation spaces, and, hard-to-manage play areas etc.
 8. All of which, are dilapidated and have also fallen into disrepair, with the fabric and structure considered beyond their life expectancy and economic repair. Debatably, it is not fit for purpose and the current school facilities are outdated and not sustainable and do not offer the best learning environment for pupils or staff.
 9. In December 2019, following a successful procurement exercise, the Council appointed the multi-disciplinary 'Design Team' through BPTW, for LBHF's Development Stage 2: Planning (RIBA Stages 1, 2 & 3) on both Avonmore Primary School and Flora Gardens Primary School schemes – as part of the Community Schools Programme (CSP). The 'Design Team' is made up of Architects, lead design coordinator, structural and civil engineers, M&E consultants and associated professional advisers – which was procured through Notting Hill Genesis Housing Consultants Framework 'CF1' for RIBA Stages 1 to 3.
 10. In addition, and following a successful procurement exercise, the Council commissioned, in July 2019, professional 'Cost Consultancy Services' through Core 5. The cost consultant role is normally part of the overall 'Control Team', but it was decided back in 2019/20 to separate this service and limit its term.

This commission was for services from RIBA Stages 1 to 3 only, with appropriate break clauses. The commission was procured via Notting Hill Genesis Housing Consultants Framework for RIBA Stages 1 to 2 of the Council's Development Gateway process (RIBA Stages 1 – 3) and called off by stage accordingly.

11. Furthermore, the Council recognised the need to supplement the 'cost consultancy services' delivered by C5, along with the necessary and wider 'Control Team' services, and, to span all RIBA Stages 1 to 7.
12. Therefore, and following another successful procurement exercise, also commissioned, in June 2020, the fuller 'Control Team' services through Arcadis. This commission was for full services and across all RIBA Stages 1 to 7 inclusive, with appropriate break clauses. The full services of the 'Control Team' are made up of project managers, cost consultants, employers agents and CDM Principal Designers. The commission was again procured via Notting Hill Genesis Housing Consultants Framework, but this time, for all stages of the Council's Development Gateway process (RIBA Stages 1 – 7) and called off by stage accordingly.
13. Since the appointment of the integrated project teams, the design development of a co-produced, coordinated scheme to redevelop Avonmore Primary School progressed through RIBA stages 1 and 2 accordingly.
14. However, continuation of development activities was deferred to accommodate an extended 'listening phase', from March 2021 to May 2022, and as a result, a regulatory options review, in Summer/Autumn 2022 also followed. The project recommenced its journey, in January/February 2023, since when the project has been steadily progressing through RIBA Stage 3 activities towards the submission of a planning application in November 2023.
15. The proposed redevelopment of the site has been co-produced with the school and community, and currently demonstrates the possible delivery of a new modern 1FE school with enhanced educational, nursery and SEND facilities alongside the provision of 91 new sustainable homes of which, 50% would be affordable and made available for residents under a local lettings policy and for 'key workers'.
16. The scheme is currently designed to achieve an 'intermediate' level of sustainability standards, achieving an operationally c. 75% CO2 emission reduction 'on-site', whilst the school achieves a BREEAM 'Excellent' rating – all helping to reduce running and utility costs and help tackle fuel poverty.
17. Consequently, and, to respond accordingly, the budget required has changed since the initial approval, in March 2019, and the main report provides more detail on this in 'financial considerations and appendix 2 (finance comments).
18. Approved funding to date, amounts to £3,512,031, which facilitates the progression of development activities associated with the redevelopment of the Site, up to and including planning and procurement (RIBA Stages: 1, 2, 3 & 4).

Reasons for Decision

19. The project's stage now requires the approval of this procurement strategy, and authorisation to progress activities to procure a 'high value', design and build works contract, by a principal construction contractor, for the proposed redevelopment of the site

Contract Specifications Summary

20. An industry recognised standard form of building contract (JCT) will be used for commissioning the principal construction contractor services, to deliver the scheme, through a design and build contractual mechanism and will include all sub-consultant and sub-contractor services to enable the delivery of the full and detailed project scope of works.
21. The recommended length of contract for the works will be circa 24 months and will be confirmed during the procurement process. A defects liability period will commence after practical completion. There will be provisions to extend the contract and have break clauses to ensure the Council delivers the full scope of the project and this will be managed by the Site's project delivery team.

Procurement Route Analysis of Options

22. The council's technical consultants (Arcadis) have undertaken 'soft market testing' and an analysis of the preferred route to market, which takes into consideration the;
 - current analysis,
 - understanding, engagement and feedback of the market,
 - size and complexity and mixed-use nature of the proposed scheme, and,
 - the potential principal construction services available, with the ability to not only successfully deliver the scheme, but, desire to potentially tender for the scheme.
23. In addition to the above, the project team and Arcadis have also assessed the market and undertaken a review of the potential procurement routes available, which are identified as:
 1. Do nothing option.
 2. Find a Tender service
 3. Undertake further competition via existing Framework Agreement
(recommended)

Do nothing (not recommended)

24. The "do nothing" option would either mean (a) not proceeding with this decision or (b) not proceeding with the development of the site or (c) not appointing a construction contractor at this stage and extending the involvement of the architects to produce detailed design to RIBA Stage 4.

25. Not proceeding with this decision but proceeding with the development would result in a delay to procurement of the construction principal contractor. This option would significantly delay commencement on site, and ultimately delay the delivery of a much-needed new school and affordable housing.
26. The decision to not procure a construction contractor at this stage but proceed with the development would mean continuing the detailed design with the existing Architect and associated consultants (after securing new budgets and approval to vary the previously tendered commissions). While this may offer some advantages in terms of offering certainty about design integrity it would mean significant detailed designs would be completed by the architect with no direct 'buildability' input from an experienced contractor.
27. If we decided to not proceed with the development, it would constitute significant abortive costs from concept design to the Planning Application submission stage.

Find a Tender Service (not recommended)

28. Given the anticipated value of the proposed contract the Public Contract Regulations (2015) would apply. Under the regulations there is a requirement to carry out a call for competition through either an Open, Restricted, Competitive Procedure with Negotiation or a Competitive Dialogue Procedure. The Open and Restricted procedures are the usual methods of procurement for works, services or goods at LBHF and these are the procedures that have been considered but deemed not suitable for this procurement.

Open Procedure

29. This procedure is where all providers interested in the procurement and who have responded to an advertisement (Contracts Finder Notice) can submit tenders. All tenders received must be considered without any prior/pre-selection process. The selection and evaluation is carried out after the submission of the tenders.
30. The open procedure is suitable for simple procurements where the requirement is straightforward. It is most commonly used in practice for the purchase of goods/services where the requirement can be clearly defined and where the least expensive supplier would be desirable. As there is no "pre-qualification" of tenderers, anyone can submit a tender and it is possible that a large number of tenders are received and deemed unsuitable.
31. Given the complexities of the procurement it was deemed that a pre-qualification stage would be required and subsequently the Open Procedure would not be suitable.

Restricted Procedure

32. The Restricted Procedure is a two-stage process which allows LBHF to draw up a short-list of interested tenderers by undertaking a pre-qualification stage (via a Standard Selection Questionnaire -SQ), prior to the issue of the Invitation to Tender documents. This pre-qualification process would ensure that tenders would be received by tenderers who are suitably qualified financially and technically.
33. Although a good option the Restricted Procedure comes with strict timescales which must be adhered to and given the nature of the procurement it was deemed that this procedure would be too restrictive and could cause significant delays to the delivery of the programme.

Framework Agreement (recommended)

34. A wide range of live construction frameworks were reviewed, accompanied by soft market testing to determine suitability.
35. The consultant project team reviewed the following frameworks, in relation to their project suitability:
 - Notting Hill Genesis
 - A2 Dominion, Lot LN3
 - Procure South East, £12m+
 - Crown Commercial Services (CCS), Lot 6.2
 - CCS, Lot 7.2
 - Pagabo
 - Hyde Housing
36. Following the framework review and accompanying soft market testing the consultant project team found that all contractors on the framework agreements had been pre-evaluated for their suitability for inclusion which meant that a pre-qualification stage would not be necessary. However, some of the frameworks that were reviewed allowed for the SQ to be used as a shortlisting stage if required.
37. It has been established following the review that there are several frameworks that require an access fee to be payable which is roughly 1-2% of the contract value. However, these fees were not accounted for within the project budget so subsequently these frameworks have not been considered.
38. It was found that the expected Avonmore Primary School contract 'value' sits outside of the primary levels sought by larger principal construction contractors (Tier 1, being contractors with an annual turnover exceeding £500m) populating several of the framework lots. Therefore, the focus has been on identifying frameworks that have a larger number of Tier 2 contractors.
39. After a thorough review it has been deemed that the Notting Hill Genesis (NHG) framework would be suitable for the project. The Notting Hill Genesis Contractors and framework has the largest number of Tier 2 contractors within

it and market testing suggests that at least five contractors, including two Tier 2 contractors, would be interested in tendering for the project.

40. Notting Hill Genesis have confirmed that we are able to include the Standard Selection Questionnaire (SQ) as part of a pre-qualification stage. The Framework Terms have been reviewed by Joginder Bola, Senior Solicitor (Contracts & Procurement) and Sophie Uddin, Procurement Category Lead (Procurement & Commercial).

Market Analysis, Local Economy and Social Value

41. The UK construction sector is at present facing some headwinds. The sector is economically sensitive and has been impacted by the rising cost of raw materials, labour, fuel and energy, particularly for firms operating under fixed-price contracts signed before the inflation spike 12 months ago.
42. Despite the recent slowdown in construction industry business activity, cost pressures remain primarily due to energy costs and global supply chain pressures. Employment numbers within the industry remain strong.
43. The Council with the support of its external consultants, Arcadis, has carried out detailed soft market analysis, including direct engagement with proportionately sized construction principal contractors. This was to understand market capacity, contractors' appetite for a development of this size, complexity and type, deliverability of the development within the Council timeline, as well as relative desirability of different procurement routes.
44. The soft marketing exercise has identified that the scheme can be procured using a single stage procurement route. This exercise identified that contractors were keen to have a level playing field in terms of contractor size and capability; sufficient design information to mitigate pricing risk (i.e: issue supplementary RIBA 3+ information); a pre-qualification and adherence to a tender programme.
45. It is the council's policy that all contracts let by the council with a value above £100,000 commit to 10% social value contributions that are additional to the core services required under the contract, and/or, those required by SV planning conditions.
46. As part of the ITT documents, tenderers will be invited to consider Social Value commitments aligned with council strategies and therefore deliverable Social Value can be on a scale commensurate with the large value of this contract. This is to maximise the social value that can be realised from this tender.
47. The Council will secure Social Value through the use of bespoke measures that are suited to construction works and bidders will be required to offer Social Value for evaluation. As a proportion, the 20% weighting will be accommodated

within the overall quality score portion and will be ascribed to Social Value and both the value, and the quality of bidders' proposals will be scored.

48. The scoring will incentivise bidders to maximise their social value offer, however, bids offering a social value of less than 10% of a bid's price will not automatically be rejected. This procurement strategy is seeking dispensation from the requirement to invalidate bids not offering a social value of less than 10% of a bid's price.
49. Social value measures committed to by the winning bidder should be included as conditions in the contract agreement with financial remedies sought for non-delivery. It is advised that the winning bidder contact the Economic Development team to help them design a detailed delivery plan for the agreed measures. Council services are available to support the winning bidder plan, deliver and measure social value contributions.

Risk Assessment and Proposed Mitigations

50.

No.	Identified risk	Likelihood	Risk Control/Mitigation measure
1	Insufficient interest from suitable contractors in the tender which results in no bids.	Low	The project team carried out soft market testing in Summer 2023, and this revealed that there is sufficient market interest and capacity. The council will also develop a procurement strategy, route and brief that is sufficiently detailed and clear to encourage wide contractor participation.
2	Procurement does not achieve required competitiveness and does not provide value for money.	Low	Market engagement has established interest and appetite for this development and to ensure engagement of contractors the tender pack will be reviewed for simplicity and clarity.
3	Construction market inflation and the period for which tenders might remain valid.	Medium	This risk is managed, monitored and mitigated with regular reviews with our cost consultants' and where possible supplementary and/or simplification of some aspects of detailed design to ensure design buildability retain costs within budget envelope.
4	Contractor becomes insolvent or no longer has the capacity to deliver scheme	Medium	While the likelihood of this risk is low, the potential impact might be significant depending on construction stage. Before a contract is awarded, robust financial assessments will be undertaken including independent financial and credit checks and where necessary and applicable insolvency cover, bonds and/or parent company guarantees may be requested.

5	Mobilisation/ construction delayed due to unforeseen site issues	Medium	Council to ensure that the internal and external resources are in place to deliver the project in a timely manner. The site has been de-risked through extensive site investigations to eliminate technical issues prior to start on site.
7	No tender commits to a Social Value of 10% or more	Medium	This is mitigated against by inviting tenderers to Social Value commitments that are more aligned with council policies so as to maximise Social Value from the contract to be awarded.
8	Extended procurement programme.	Low	The inclusion of a SQ period and proportionate ITT period have been included in the overall project programme and will not impact overall project target dates.

Timetable

Development Board	March 2024
Key Decision Entry	March 2024
Contracts Assurance Board (Strategy)	April 2024
Cabinet (for Procurement Strategy)	May 2024
Tender Publication (SQ Issue)	Late May 2024
Tender Deadline (Closing Date for Submissions)	October 2024
Evaluation of Tenders	November 2024
Key Decision Entry (Award)	November 2024
CAB (Award)	January 2025
Cabinet Member (Award)	January 2025
Find a Tender Service Contract Award Notice	March 2025
Contract engrossment	April 2025
Contractor mobilisation and implementation Period	Feb-April 2025
Possession & Contract Commencement date	April 2025

Selection and Award Criteria (Recommended)

51. Accessing the Notting Hill Genesis Contractors Framework Agreement has been deemed as the best route to market and subsequently the Mini Competition process will be followed. Due to the complexities the procurement presents it is appropriate to include an SQ stage as a way to pre-qualify tenderers. NHG have confirmed that the conditions for the framework allows a pre-qualification stage and the framework terms and conditions have been reviewed by Legal and Procurement.

Standard Selection Questionnaire Stage

52. All suppliers listed within the framework agreement will be invited to submit a tender.
53. A compliance check will be undertaken to ensure Qualification responses are complete and have been submitted in accordance with the instructions. Tenderers may be rejected at that stage if their response is not compliant.

54. The Technical and Professional ability questions will be weighted out of 100% and focus on previous experience with sustainable developments and on-site quality control. The top 4 scoring tenderers will be shortlisted to the next stage.

Mini Competition (ITT Stage)

55. The top 4 tenderers will be invited to submit their response to the Mini Competition/Invitation to Tender (ITT). The Method Statement questions will be focused on project delivery, approach, programme, logistics, resources, and Added Value. An interview may also be included as part of the quality assessment.
- 56.
57. In accordance with the council’s CSOs and the PCR 2015 Regulations, the contract will be awarded on the basis of the Most Economically Advantageous Tender (MEAT) using the 60% Quality and 40% Price weighting.
- 58.
59. Tenders will be evaluated at ITT stage in accordance with the following criteria:

Element	Weighting	Scoring basis
Price	40%	<p>Lowest price submitted will receive 40% and the remaining submissions will be scored in accordance with their difference from the lowest price as follow:</p> <p>Pricing Percentage: $\text{Lowest Price} / \text{Bidder Price} \times 40\%$</p>
Quality	60%	<p>Quality scoring will be carried out in accordance with the Framework’s terms. The individual Method Statement questions will have a weighting assigned to it and tender responses will be evaluated using a scoring scale of 0-5.</p> <p>The quality formula is as follows:</p> <p>Quality Percentage: $\text{Score} / 5 \times \text{weighting} = \text{total percentage}$</p> <p>Social value will form part of the quality and be given a total weighting of 20%.</p>

60. The council will not bind itself to accept the lowest submission or any tender/submission and reserves the right to accept the whole or any part of any tender submitted.

61. The council will also reserve the right to seek clarifications before concluding the evaluation stage and where the pricing of a tender seems abnormally low the Council reserves the right to reject the tender, so it does not affect scoring.
62. The technical specifications, including levels of indemnity and insurances are currently being finalised by officers.
63. The scores awarded to each tender for the quality and price elements of the evaluation will be added together to establish the total percentage in line with the MEAT principles.

Tender Appraisal Panel (TAP)

64. A Tender Appraisal Panel (TAP) will be set up in accordance with the Contract Standing Orders to oversee the procurement process and evaluate tenders. TAP will include representatives from the Council's Procurement Team, the Development Team and Asset Management colleagues who are supported by external professional consultants.

Contract Management

65. The contract will be managed by a project development team supported by a team of professional services appointed under a separate procurement strategy for the whole life cycle of the development.
66. A suite of KPI's will be used to monitor, measure and report on the performance of both principal construction contractor and sub-contractors. Example of KPI's that might be used to monitor performance are below:
 - Meeting or exceeding programme expectations
 - Design Development within the requirements of the Client Brief
 - Response times to client RFIs (Requests for information)
 - Successfully engaging and involving wider local residents and other stakeholders e.g., Considerate Constructors Scheme
 - Responsiveness to issues or concerns raised by residents within a defined period
 - Time taken to rectify defects in line with H&F repairs response times
 - Understanding and mitigating environmental impact, waste control, noise, water usage, dust during construction.
 - Equality Implications

Equality Implications

67. It is not anticipated that the approval of this Procurement Strategy, as set out in the Recommendations, will have any direct negative impact on any protected groups, under the Equality Act 2010.

Risk Management Implications

68. This appendix of the report identifies, in the table in paragraph 39, a number of procurement-related and construction market risks, including material price instability which has arisen due to Covid-19 and post-Brexit economic conditions. Officers have set out a range of mitigations to manage these risks and will need to keep these risks under close review throughout the procurement and contract delivery phases. Officers will need to ensure that robust programme and governance arrangements are in place to oversee the scheme, including the maintenance of a programme risk register.
69. A range of procurement routes have been assessed and an option recommended by the appointed technical consultants. The proper use of the FTS procurement route enables a variety of contractors to enter the procurement process, which is in line with the Council's objective of being ruthlessly financially efficient.

David Hughes, Director of Audit, Fraud, Risk and Insurance, 16 February 2024

Climate and Ecological Emergency Implications

70. On 17th July 2019 LBHF declared a climate emergency, pledging to cut CO2 emissions from the Council's activities to net zero by 2030.
71. The proposals for Avonmore will target high levels of sustainability for the new development and will aim to promote the climate emergency via a variety of different methods. Through-out the design process the project team have designed clear ways in which to insulate buildings and use recyclable material where possible. The proposal also includes the elimination of fossil fuels along with the installation of solar panels or other renewable energy generation and will look to switch to a renewable energy provider and install measures to help manage building energy demand, such as smart meters, timers on lighting, or building management systems.
72. The design has considered multiple factors to promote ecological benefits of the project, which include avoiding converting green space to hard surfacing and use underutilised space for planting, such as green roofs and walls. The project will also provide space for animals e.g. long grass areas, bird boxes, bat boxes and insect hotels.
73. The design will also look to install water-saving devices in taps, showers and toilets, re-use grey water in new developments and ensure all new building models and mitigates future overheating risk, with adequate ventilation and shading. The development will also convert hard surfacing to green and permeable surfacing where possible and install Sustainable drainage systems (Suds).
74. The Contractor will also seek to construct using construction methods that reduce overall energy use, such as modular, factory-built components, or use of electrical plant on-site.

Local Economy and Social Value Implications

75. It is a requirement that all contracts let by the council with a value above £100,000 provide social value commitments that are additional to the core services required under the contract. In addition, the evaluation of social value should account for a weighting of a minimum of 20% of the overall score.
76. Paragraph 35 states that the social value will have a weighting of 20% of the overall score and scoring criteria including social value set out in paragraphs 43 and 44.
77. As a planning application has been submitted by the council, any social value measures invited to be proposed by bidders should not duplicate any contributions required in a Section 106 agreement or unilateral undertaking to mitigate the impact of the development on the local area. Similarly, social value measures should not be double-counted with Passivhaus standards committed. Paragraph 34 in this strategy commits that social value will be in addition to any planning obligations. Paragraph 37 set out a strategy to align the social value measures available in the tender to those appropriate for a development.
78. It is a requirement that all contracts let by the council with a value above £100,000 propose and commit to social value contributions that are additional to the core services required under the contract. These contributions must amount to at least 10% in value of the price of the contract proposed. Paragraph 38 states that dispensation is being sought to not dismiss bids with a social value proposal of less than 10% of the contract price.
79. Social value measures committed by the winning bidder should be included as conditions in the contract agreement with financial remedies sought for non-delivery. It is advised that the winning bidder contact the Economic Development team to help them design a detailed delivery plan for the agreed measures as set out in paragraph 39.

Paul Clarke, Social Value Officer, Economic Development Team, 15th December 2023

Consultation

80. A wide-ranging engagement strategy has been adopted and followed during the design development stage of this project. Full details of this are included in the Statement of Community Involvement submitted with the planning application.

LIST OF APPENDICES

None

APPENDIX 4 - PUBLIC SECTOR EQUALITY DUTY

The Public Sector Equality Duty provides (as far as is relevant) as follows:

1. A public authority must, in the exercise of its functions, have due regard to the need to:
 - eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by or under this Act;
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

2. Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard to the need to:
 - remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
 - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
 - encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

3. Case law has established the following principles relevant to compliance with the PSED which Council will need to consider:
 - a. Compliance with the general equality duties is a matter of substance, not form.
 - b. The duty to have "due regard" to the various identified "needs" in the relevant sections does not impose a duty to achieve results. It is a duty to have "due regard" to the "need" to achieve the identified goals.
 - c. Due regard is regard that is appropriate in all the circumstances, including the importance of the area of life of people affected by the decision and such countervailing factors as are relevant to the function that the decision maker is performing.
 - d. The weight to be given to the countervailing factors is in principle a matter for the authority. However, in the event of a legal challenge it is for the court to determine whether an authority has given "due regard" to the "needs" listed in Section 149 of the 2010 Act. This will include the court assessing for itself whether, in the circumstances, the local authority has given appropriate weight to those "needs" and not simply deciding whether the authority's decision is a rational or reasonable one.

- e. The duty to have “due regard” to disability equality is particularly important where the decision will have a direct impact on disabled people. The same applies for other protected groups where a decision could directly affect them.

Appendix 5 - H&F Equality Impact Analysis Tool



Conducting an Equality Impact Analysis

An EIA is an improvement process which helps to determine whether our policies, practices, or new proposals will impact on, or affect different groups or communities. It enables officers to assess whether the impacts are positive, negative, or unlikely to have a significant impact on each of the protected characteristic groups.

The tool is informed by the [public sector equality duty](#) which came into force in April 2011. The duty highlights three areas in which public bodies must show compliance. It states that a public authority must, in the exercise of its functions, have due regard to the need to:

- 1. Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited under the Equality Act 2010**
- 2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it**
- 3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it**

Whilst working on your Equality Impact Assessment, you must analyse your proposal against these three tenets.

General points

1. In the case of matters such as service closures or reductions, considerable thought will need to be given to any potential equality impacts. Case law has established that due regard cannot be demonstrated after the decision has been taken. Your EIA should be considered at the outset and throughout the development of your proposal, it should demonstrably inform the decision, and be made available when the decision is recommended.
2. Wherever appropriate, the outcome of the EIA should be summarised in the Cabinet/Cabinet Member report and equalities issues dealt with and cross referenced as appropriate within the report.
3. Equalities duties are fertile ground for litigation and a failure to deal with them properly can result in considerable delay, expense, and reputational damage.
4. Where dealing with obvious equalities issues e.g. changing services to disabled people/children, take care not to lose sight of other less obvious issues for other protected groups.
5. If you already know that your decision is likely to be of high relevance to equality and/or be of high public interest, you should contact the Strategy & Communities team for support.

Further advice and guidance can be accessed online and on the intranet:

<https://www.gov.uk/government/publications/public-sector-equality-duty>

<https://officesharedservice.sharepoint.com/sites/Governance/SitePages/Reports.aspx>

H&F Equality Impact Analysis Tool

Overall Information	Details of Full Equality Impact Analysis
Financial Year and Quarter	23/24 – Q3
Name and details of policy, strategy, function, project, activity, or programme	<p>Avonmore Primary School - Redevelopment</p> <p>The proposed scheme, co-produced with the Avonmore school governors and community and local residents will see the redevelopment of the site, which currently accommodates Avonmore Primary School, a one form entry school (1FE), together with nursery and limited Special Education Needs and Disabilities (SEND) facilities.</p> <p>The proposed development will look to provide a new modern fit for purpose one form entry (1FE) Primary School for 30 pupils in reception to year 6, with complementary nursery accommodation and enhanced SEND facilities throughout and 91 new modern homes, 50% of which will be affordable.</p> <p>The quality of the scheme has been maximised; with both the new modern school facilities and new residential homes all designed to be built to high sustainability and environmental standards helping to reduce running and energy bills to the school, users and new residents. A full planning application for the proposed scheme will be submitted in October 2023.</p> <p>The construction phase may well have a substantially different impact on those with protected characteristics than the impacts of the development once completed. The impact of the construction phase is anticipated to primarily affect immediate neighbours, visitors, residents, and employees.</p> <p>The construction contractor will be obliged to observe LBHF policies on Equality and Diversity or to provide their own policies for approval as part of the tender process, prior to appointment. The construction contractor may also be asked to sign up to a code of conduct to mitigate against impact of its work on persons with protected characteristics.</p> <p>Upon appointment, the main contractor will be required to produce a Construction Management Plan and a site waste management plan – that will control site logistics and ensure that locals are disturbed as little as possible by the construction works traffic. It is expected that the hours of work on site will be controlled by planning condition.</p> <p>The completed development may have a substantial positive impact or at the very least no negative impact on some or all persons with protected characteristics. The scheme will deliver 91 homes (including affordable), with the breakdown as follows:</p>

	Description	Social Rent	Shared Ownership	Private Sale	Total
		TOTAL	27	18	46
	10% of the homes will be wheelchair accessible.				
	The completed development is anticipated to have a positive impact on residents with protected characteristics and others who are of low and mid-income households through the delivery of inclusive development that includes significant number of affordable homes.				
	The scope of this EQIA assessment is primarily to consider and assess the impact from Avonmore Primary School's redevelopment over two distinct phases: construction phase and the completed development				
	Name: Peter Cook Position: Head of Development Email: peter.cook@lbhf.gov.uk Telephone No:				
Date of completion of final EIA	Initial assessment completed on 11 September 2023				

Section 02	Scoping of Full EIA		
Plan for completion	Timing: The EIA scope starts immediately through to anticipated completion of the final construction phase due autumn/winter 2026.		
Analyse the impact of the policy, strategy, function, project, activity, or programme	Analyse the impact of the policy on the protected characteristics (including where people / groups may appear in more than one protected characteristic). You should use this to determine whether the policy will have a positive, neutral, or negative impact on equality, giving due regard to relevance and proportionality.		
	Protected characteristic	Analysis	Impact: Positive, Negative, Neutral

	Age	<p>Construction phase (including pre-construction handover stage):</p> <p>The site is currently occupied by Avonmore Primary School with the staff overseeing governance and safeguarding principles. The school will be vacated in summer 2024 before construction commences later in the year. It will need to be secured by appropriate fencing and by remote CCTV system with a 24-hour emergency response arrangement in place. Empty or inactive construction sites by their nature attract the curiosity of younger people who may attempt to enter and explore them. To mitigate against this, continuous security will be maintained especially during the period before the construction contractor takes possession of the site. The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p> <p>The Council's Construction Site Noise and Dust Pollution policy will mitigate against impact of the construction phase, but it mainly focuses on issues around noise, vibration and dust. It will nevertheless deal with the wider impact of the construction as part of the approval of the Construction Phase Plan which will form part of a pro-active and collaborative approach backed up by active monitoring and enforcement to ensure compliance so as to control or eliminate any negative impact from the construction site on local residents and businesses.</p> <p>In addition to planning requirements, the council will set out clear contractual expectations on the construction contractor as part of its Employer's Requirements to ensure the contractor engages with neighbouring residents / stakeholders, in accordance with the best practice requirements.</p> <p>The construction phase is anticipated to have a positive impact on younger and unemployed residents who will be offered apprenticeships, employment and training during the construction phase. The anticipated positive impact on younger people is in acknowledgement of younger people experiencing higher unemployment rate in comparison to all other working age groups. Offer of apprenticeships, employment and training will be a significant part of the contractor's social value offering or S106 obligations.</p> <p>Due to the location of the site in close proximity to residential areas, it is possible</p>	N
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that noisy works, even though they may still be within statutory limits, may have a disproportionately negative impact on younger people especially during exams and revision times as the construction phase is anticipated to be longer than 1 year.

The contractor would be required to work with residents around the site and organise work on site in close liaison with residents to mitigate disproportionate impact especially during exams and revision times.

Footpaths alongside the site provide access to Marcus Garvey Park and the play equipment therein. Alternative routes will be accessible and will be well signposted. The impact is anticipated to be neutral but only on the full implementation of identified mitigations.

Completed Development Phase

The completed development will have a positive impact on households and individuals with protected characteristics and others who are of low- and mid-income households by delivering affordable housing.

There will be a disproportionate positive impact on younger households because the new 1FE school, including enhanced SEND and nursery facilities, and because younger households have a proportionately lower income, and this development will disproportionately benefit them by delivering affordable housing.

All units will be either wheelchair accessible / adaptable (M4(3)) or accessible and adaptable (M4(2)), which will disproportionately benefit older people, who are more likely to have age-related impairments.

New amenities within the school will include play space for children and young people.

Lighting within the development will be site-wide, creating a greater sense of safety, which will benefit older people and young people, who may feel more vulnerable when outside in the dark.

	Disability	<p>Construction Phase</p> <p>Temporary closure of some footpaths alongside the site due to statutory undertakers' works often creates barriers that disproportionately negatively impact disabled people. Closure, if required, will only take place once alternative routes that are accessible, sufficiently wide and appropriately designed and installed with appropriate signpost are made available.</p> <p>Specific obligations on the contractor to carry out required Health and Safety measures in relation to temporary works will be included in the contract with the construction contractor. Works will be monitored, inspected and overseen by council's consultants.</p> <p>The production of dust during construction phase will create a disproportionate negative impact on disabled people with breathing conditions. Implementation of the council's Construction Site Noise and Dust Pollution policy which seeks to control levels of dust by its inclusion of enforceable requirements on the contractor to implement dust suppression measures will help mitigate against this issue.</p> <p>The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p> <p>Completed Development Phase</p> <p>All units and their approaches will be either wheelchair accessible / adaptable Building Regulations ADM (M4(3)) or accessible and adaptable (M4(2)) as a minimum, which will disproportionately benefit disabled people.</p> <p>Accessibility and inclusiveness of the design have been some of the core principles underpinning the design brief from the start. All buildings, approaches and scheme amenities will meet the requirements of required planning policy and design standards, including Building Regulations ADM and BS 8300.</p> <p>Amenities within the new school will include play space for children and young people, which will be designed to be inclusive and have specific inclusive play</p>	

		pieces. Scheme facilities provided will be inclusively designed, disproportionately benefitting disabled people.	
	Gender reassignment	<p>Construction Phase</p> <p>The development is not anticipated to have any impact on people with this protected characteristic during this stage.</p> <p>Completed Development Phase</p> <p>Lighting within the scheme amenities will be to a secure by design standard, this will create a greater sense of safety, which will benefit trans and non-binary people, who may feel more vulnerable when outside in the dark due to the risk of hate crime.</p>	
	Marriage and Civil Partnership	<p>Construction Phase</p> <p>The construction stage is not anticipated to have any impact on people with this protected characteristic.</p> <p>Completed Development Phase</p> <p>The completed development is not anticipated to have any impact on person with this protected characteristic.</p>	
Pregnancy and maternity	<p>Construction Phase</p> <p>Temporary closure of some footpaths alongside the site due statutory undertakers' works often creates barriers that disproportionately negatively impact persons with this protected characteristic. Closure will only take place once alternative routes that are accessible, sufficiently wide and appropriately designed and installed with appropriate signposting are made available.</p> <p>Specific obligations on the contractor to carry out required Health and Safety measures in relation to temporary works will be included in the contract with the construction contractor. Works will be monitored, inspected and overseen by council's consultants.</p>		

		<p>The production of dust during construction phase will create a disproportionate negative impact on persons with this protected characteristic with breathing conditions. Implementation of the council's Construction Site Noise and Dust Pollution policy which seeks to control level of dust by its inclusion of enforceable requirements on the contractor to implement dust suppression measures will help mitigate against this issue.</p> <p>The impact is anticipated to be neutral but only on the full implementation of identified mitigations.</p> <p>Completed Development Phase</p> <p>There will be an inclusively designed estate amenities – both in the housing and school elements - that will disproportionately benefit new mothers, who are likely to be using pushchairs.</p>	
	Race, Religion or belief (including non-belief)	<p>Construction Phase</p> <p>The construction stage is not anticipated to have any impact on people with this protected characteristic.</p> <p>Completed Development Phase</p> <p>Some BAME communities have a proportionately lower income, and this development may disproportionately benefit them by delivering affordable housing.</p> <p>Lighting within the scheme amenities will be to a SBD standard, creating a greater sense of safety, which will benefit BAME people and people from some religious communities, who may attend religious places very early in the morning or late in the evening and so may feel more vulnerable when outside in the dark.</p>	
	Sex	<p>Construction Stage</p> <p>Historically, construction sites were synonymous with inappropriate behaviour including female passers-by receiving un-wanted and inappropriate attention. Additionally, during the construction stage some site workers may operate at</p>	

		<p>heights that may give rise to privacy issues. This is not helped by the fact that the construction industry is one of the most gender-segregated or male dominated industries.</p> <p>The council will set clear expectations on the contractor that are contractually enforceable including taking immediate steps to report and investigate any incident of an unacceptable conduct of its employees or sub-contractors and ensure the site is registered under, and operate in accordance with, the Considerate Contractor Scheme.</p> <p>Completed Development Phase</p> <p>The development is not anticipated to have any negative impact on persons with this protected characteristic. It may have indirect positive impact through the provision of family sized homes to families in overcrowded accommodation to alleviate overcrowding and sibling of different sexes sharing rooms.</p> <p>There will be an inclusively designed scheme amenities offering that will disproportionately benefit women, who on average spend more time taking on caring responsibilities for their children and / or older relatives than men.</p> <p>The lighting within the scheme amenities will be to a SBD standard creating a greater sense of safety, which will benefit women, who may feel more vulnerable when outside in the dark.</p>	
	Sexual Orientation	<p>Construction Stage</p> <p>The construction stage is not anticipated to have any impact on people with this protected characteristic</p> <p>Completed Development Phase</p> <p>The lighting within the scheme amenities will be to a SBD standard, creating a greater sense of safety, which will benefit LGBTQIA+ people, who may feel more vulnerable when outside in the dark due to the risk of hate crime.</p>	

	<p>Human Rights or Children's Rights If your decision has the potential to affect Human Rights or Children's Rights, please contact your Equality Lead for advice</p> <p>Will it affect Human Rights, as defined by the Human Rights Act 1998? No</p> <p>Will it affect Children's Rights, as defined by the UNCRC (1992)? No</p>
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Section 03	Analysis of relevant data Examples of data can range from census data to customer satisfaction surveys. Data should involve specialist data and information and where possible, be disaggregated by different equality strands.
Documents and data reviewed	The requirement for proportionate of Bedroom numbers for social rent on this scheme is a Council Planning Policy.
New research	New research may be required to establish or update Local Letting Policy to understand any changes in the Bedroom numbers required for future schemes (for example).

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Section 04	Consultation
Consultation	<p>A series of targeted public engagement activities have taken place to present the proposed plans to local residents, stakeholders, including the school's community to gather their feedback to co-produce the design proposals.</p> <p>Residents and the school's community have been kept informed via online and in-person public exhibitions, newsletters, flyers/invitations letters, emails to those on the mailing list, door-knocking, meetings with stakeholders and digital promotion on our project website</p>
Analysis of consultation outcomes	<p>Residents and the school's community have been able to give feedback on the design proposals in person, online and at public exhibitions where updated designs were presented and feedback from previous stages was summarised.</p> <p>Resident feedback influenced; the height and massing of the proposed residential blocks, the internal layouts and screening on some balconies to resolve potential overlooking issues, and the landscaping design of the perimeter boundary to address security concerns.</p>

A Statement of Community Involvement will be prepared as part of the planning application which will demonstrate consultation and co-production from the start of the project.

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Section 05	Analysis of impact and outcomes
Analysis	<p>The sections above refer to mitigation procedures adopted where a negative impact could be identified. Mitigations identified in this assessment must be adopted to mitigate against identified risks. Additionally, regular review of impacts and mitigations adopted must take place that considers and analysis realisation of foreseen impacts, rise of any unforeseen impact as well as the success of mitigations adopted. The outcome of these reviews would be incorporated into this Equality Impact Assessment.</p> <p>Based on this initial assessment, the project may proceed subject to the recommendation below as no significant disproportionate negative impacts were identified.</p> <p>Recommendations: A clear mitigation action plan to be created specifying a detailed monitoring process to record successful implementation of mitigations identified in this assessment and track actions taken as well as any unexpected or new disproportionate impact identified and any new mitigation that may need to be implemented.</p>

Section 06	Reducing any adverse impacts and recommendations
Outcome of Analysis	As part of the Employer's Requirements, the construction contractor must maintain and enforce security over the construction site to prevent any unauthorised access to the site, any potential mitigation strategies post completion will be reviewed and agreed by Officers during the construction stage.

Section 07	Action Plan					
Action Plan	Note: You will only need to use this section if you have identified actions as a result of your analysis					
	Issue identified	Action (s) to be taken	When	Lead officer and department	Expected outcome	Date added to business/service plan

Section 08	Agreement, publication and monitoring
Senior Managers' sign-off	Name: Matt Rumble Position: Strategic Head of Regeneration& Development Email: matt.rumble@lbhf.gov.uk Telephone No: 07786 747488 Considered at relevant DMT: Economy
Key Decision Report (if relevant)	Date of report to Cabinet/Cabinet Member: XX / 01 / 2024 Key equalities issues have been included: Yes
Equalities Advice (where involved)	Name: Position: Date advice / guidance given: Email: Telephone No:



NOTICE OF CONSIDERATION OF A KEY DECISION

In accordance with paragraph 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Authority hereby gives notice of Key Decisions which the Cabinet, Cabinet Members or Chief Officers intend to consider. The list may change from the date of publication as further items may be entered.

NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE

The Authority also hereby gives notice in accordance with paragraph 5 of the above Regulations that it may meet in private to consider Key Decisions going to a Cabinet meeting which may contain confidential or exempt information.

Reports relating to Cabinet key decisions which may be considered in private are indicated in the list of Cabinet Key Decisions below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the Cabinet decision should instead be made in the public at the Cabinet meeting. If you want to make such representations, please e-mail Katia Neale on katia.neale@lbhf.gov.uk. You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

KEY DECISIONS PROPOSED TO BE MADE BY THE AUTHORITY FROM JUNE UNTIL SEPTEMBER 2024

The following is a list of Key Decisions which the Authority proposes to take from June 2024. The list may change over the next few weeks.

KEY DECISIONS are those which are likely to result in one or more of the following:

- Any expenditure or savings which are significant (ie. in excess of £300,000) in relation to the Council's budget for the service function to which the decision relates;
- Anything affecting communities living or working in an area comprising two or more wards in the borough;
- Anything affecting the budget and policy framework set by the Council.

The Key Decisions List will be updated and published on the Council's website at least on a monthly basis.

NB: Key Decisions will generally be taken by the Executive at the Cabinet, by a Cabinet Member or by a Chief Officer.

*If you have any queries on this Key Decisions List, please contact
Katia Neale on 07776 672 956 or by e-mail to katia.neale@lbhf.gov.uk*

Access to Key Decision reports and other relevant documents

Key Decision reports and documents relevant to matters to be considered at the Authority by Cabinet only, will be available on the Council's website (www.lbhf.org.uk) a minimum of 5 working days before the Cabinet meeting. Further information, and other relevant documents as they become available, can be obtained from the contact officer shown in column 4 of the list below.

Decisions

All Key Decisions will be subject to a 3-day call-in before they can be implemented, unless called in by Councillors.

Making your Views Heard

You can comment on any of the items in this list by contacting the officer shown in column 4. You can also submit a deputation to the Cabinet related to Cabinet Key Decisions only. Full details of how to do this (and the date by which a deputation must be submitted) will be shown in the Cabinet agenda.

LONDON BOROUGH OF HAMMERSMITH & FULHAM CABINET

Leader	Councillor Stephen Cowan
Deputy Leader	Councillor Ben Coleman
Cabinet Member for Children and Education	Councillor Alexandra Sanderson
Cabinet Member for Civic Renewal	Councillor Bora Kwon
Cabinet Member for Climate Change and Ecology	Councillor Wesley Harcourt
Cabinet Member for Economy	Councillor Andrew Jones
Cabinet Member for Finance and Reform	Councillor Rowan Ree
Cabinet Member for Housing and Homelessness	Councillor Frances Umeh
Cabinet Member for Public Realm	Councillor Sharon Holder
Cabinet Member for Social Inclusion and Community Safety	Councillor Rebecca Harvey

Key Decisions List No. 137 (published 22 May 2024)

KEY DECISIONS LIST – FROM JUNE 2024

The list also includes decisions proposed to be made by future Cabinet meetings

Where column 3 shows a report as EXEMPT, the report for this proposed decision will be considered at the private Cabinet meeting. Anybody may make representations to the Cabinet to the effect that the report should be considered at the open Cabinet meeting (see above).

* All these decisions may be called in by Councillors; If a decision is called in, it will not be capable of implementation until a final decision is made.

Decision to be made by	Earliest date the decision will be made and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents publication
CABINET MEMBER AND OFFICER DECISIONS				
Finance				
Cabinet Member for Social Inclusion and Community Safety, Cabinet Member for the Economy	June 2024	Construction Code of Practice The Council's Noise and Nuisance team would like to publish a Code of Practice for Construction Work. By publishing an approved Code of Construction Practice the council will set out clear requirements for how construction works should be carried out. This will help to ensure that all impacts from those works e.g. noise or dust complaints, are minimised.	Cabinet Member for Social Inclusion and Community Safety, Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards Contact officer: Hashith Shah Tel: 020 8753 6693 Hashith.Shah@lbhf.gov.uk	
Cabinet Member for Children and Education	June 2024	Short Term Lease for the School House at Hurlingham Academy The report requests approval for consent for Hurlingham Academy to enter into a short term lease of the School House (caretakers lodge).	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Palace & Hurlingham Contact officer: Daryle Mathurin Tel: 07816 661199 Daryle.Mathurin@lbhf.gov.uk	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
				3-day call-in.
Cabinet Member for Children and Education	June 2024	Breakfast Support Provider to Address Food Poverty in Schools Deliver of expert advice and support to establish hunger focused breakfast provision in schools as well as food deliveries.	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	June 2024	Refurbished Town Hall - Level 06 Fit-Out The Council is seeking to tender for works to fit-out the new bar and restaurant area on Level 06 of the refurbished Town Hall. Works are likely to include, floor and wall finishes, lighting, kitchen and bar counter.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	
Cabinet Member for Children and Education	June 2024	GLA funding for Primary School Universal Free School Meals The Mayor for London announced £130 million of one-off funding to ensure all school children at	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at
	Reason: Expenditure/Income -		Ward(s): All Wards	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
	Revenue between £500,000 and £5m and Capital between £1.5m and £5m	publicly funded primary schools in London can receive free school meals for the academic year beginning in September 2023. The funding allocation for Hammersmith & Fulham is funding for schools to implement the meal provision for children in Key Stage 2 who are not otherwise eligible for free school meals.	Contact officer: Marcus Robinson Marcus.RobinsonCHS@lbhf.gov.uk	least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	June 2024	Article 4 Direction Direction to remove permitted development rights for commercial premises to change use to residential in identified commercial areas within the borough.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet Member for Finance and Reform	June 2024	Smart Building and Environmental Technologies 2023 The council has ambitions to invest in technology to support climate and environmental targets within offices. Facilities are needed to monitor and manage energy and power usage and operate technically efficient buildings whilst providing powerful utilization data.	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
				the start of the 3-day call-in.
Strategic Director of Finance	June 2024	<p>Council Tax Single Person Discount Review</p> <p>In line with recommendations from DLUHC, the Council conducts a yearly review of the Single Persons Discount (SPD) which has been granted to residents previously under Section.11 Council Tax (Discount and Disregard) LGFA 1993. This review is to establish whether the resident is still eligible for the discount, which is a 25% reduction on the council tax charge.</p>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Cabinet Member for the Economy	June 2024	<p>Instruction to H&F Developments Ltd to grant a lease on civic campus Block B Restaurant</p> <p>The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	June 2024	<p>Instruction to H&F Developments Ltd to grant cinema lease to successful operator</p> <p>The Council's nominee company,</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at
	Reason: Expenditure/Income over		Ward(s): Hammersmith Broadway	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
	£5m & policies or new income, reserves use, overspend over £300K	<p>H&F Housing Developments Ltd, acts upon the instruction of the council in matters relating to commercial leases at the Civic Campus.</p> <p>PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Contact officer: Philippa Cartwright</p> <p>Philippa.Cartwright@lbhf.gov.uk</p>	<p>least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
Strategic Director of the Economy Department	<p>June 2024</p> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Instruction to H&F Developments Ltd to grant a lease on civic campus Block C cafe</p> <p>The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus</p>	<p>Cabinet Member for the Economy</p> <p>Ward(s): Hammersmith Broadway</p> <p>Contact officer: Philippa Cartwright</p> <p>Philippa.Cartwright@lbhf.gov.uk</p>	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
Strategic Director of the Economy Department	<p>June 2024</p> <p>Reason: Expenditure/Income above £300K</p>	<p>Instruction to H&F Developments Ltd to grant lease on civic campus Block C retail unit</p> <p>The Council's nominee company, H&F Housing Developments Ltd</p>	<p>Cabinet Member for the Economy</p> <p>Ward(s): Hammersmith Broadway</p>	<p>A detailed report for all decisions going to Cabinet will be available at least five</p>

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
	- Revenue up to £500k and Capital up to 1.5m	acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	June 2024 Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K	Instruction to H&F Developments Ltd to grant lease on civic campus convenience store to successful operator The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus. PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for the Economy Ward(s): Hammersmith Broadway Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	June 2024 Reason: Expenditure/Income over £5m & policies or new income, reserves	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 1st floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic	Cabinet Member for the Economy Ward(s): Hammersmith Broadway Contact officer: Philippa Cartwright	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting.

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	use, overspend over £300K	campus.	Philippa.Cartwright@lbhf.gov.uk	Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	June 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 2nd floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	June 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 3rd floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	

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Strategic Director of the Economy Department	June 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 4th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	June 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 5th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	June 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B 6th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income over £5m & policies or new income, reserves use,		Ward(s): Hammersmith Broadway	

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	overspend over £300K			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	June 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Block B 7th floor office The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Cabinet Member for the Economy	June 2024	Instruction to H&F Developments Ltd to grant lease on civic campus Block B ground floor office / reception The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	

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Cabinet Member for the Economy	June 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Affordable Start-up Unit 2 The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Cabinet Member for the Economy	June 2024	Instruction to H&F Developments Ltd to grant a lease on civic campus Affordable Start-up Unit 1 The Council's nominee company, H&F Housing Developments Ltd acts on the instruction of the Council in all matters related to the commercial leases on the civic campus	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
	Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk			
Cabinet Member for Public Realm	June 2024	Wood Lane / Depot Road Junction Improvement Scheme - S106 Highway Works This is a junction improvement scheme which involves a complete redesign of the junction, including new traffic signals, new access road into the Imperial College Campus Site, carriageway and footway repaving, greening and	Cabinet Member for the Public Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): College Park and Old Oak	
	Contact officer: Michael Masella michael.masell@lbhf.gov.uk			

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		incorporating the new C34 bi-directional cycle lane through the junction.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Social Inclusion and Community Safety	June 2024	Decision to introduce a Public Spaces Protection Order (PSPO) relating to street harassment This report will outline the result of a public consultation into whether to introduce a Public Space Protection Order to prevent street harassment	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards Contact officer: Beth Morgan, Laura Seamons Tel: 020 8753 3102, Tel: 07786965292 beth.morgan@lbhf.gov.uk, laura.seamons@lbhf.gov.uk	
Strategic Director of the Economy Department	June 2024	Acquisition of freehold properties Acquisition of freehold properties under the Refugee Housing Programme / Local Authority Housing Fund Round 2.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	

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Cabinet Member for the Economy	June 2024	<p>Civic Campus Cinema Decision</p> <p>Cabinet Member for the Economy to make a decision on entering into an agreement for the cinema lease at the Civic Campus.</p>	Cabinet Member for the Economy	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Hammersmith Broadway	
Cabinet Member for Social Inclusion and Community Safety	June 2024	<p>LET FPN fine increase</p> <p>Amendments to fixed penalty notice charges to be issued by Law Enforcement Team</p>	Cabinet Member for Social Inclusion and Community Safety	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet Member for Public Realm	June 2024	<p>Approval for a 10 year lease on 27 Bulwer street W12 8AR</p> <p>We are seeking approval for a 10 year lease in the north of the borough to house our parking on street enforcement team. the search for a suitable property has been on going for the last 18 months. This property is highly suitable for our operation and will</p>	Cabinet Member for Public Realm	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet</p>
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): Shepherds Bush Green	

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	between £1.5m and £5m	be funded from the existing parking budgets.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	June 2024	Registration and Mortuary (Fees and Charges) To agree the introduction of new service charge categories and approve the proposed uplifted fees and charges from 1 April 2024.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	June 2024	Decision to acquire a property under the Refugee Housing Programme Decision to acquire leasehold properties in the borough.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	

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Strategic Director of the Economy Department	June 2024	Delivering affordable homes - acquisition of freehold properties Acquisition of freehold properties in the borough.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
	Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk			
Deputy Leader	June 2024	LD Supported Accommodation at Emlyn Gardens To provide supported accommodation for up to 8 residents to live independently.	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): White City	
	Contact officer: Adie Smith Tel: 07554 222 716 adie.smith@lbhf.gov.uk			
Cabinet Member for Public Realm	June 2024	Suspensions Fees & Charges Uplift Uplift of Suspensions Fees & Charges to reflect current requirements.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk			

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				Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	June 2024	Traffic Orders Fees & Charges Uplift Uplift of Traffic Orders Fees & Charges to reflect current requirements.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Strategic Director of the Economy Department	June 2024	Hartopp & Lannoy Appropriation A report seeking approval to appropriate the land known as Hartopp & Lannoy Land for planning purposes to facilitate the redevelopment of the land and engage powers under Section 203 of the Housing and Planning Act 2016.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Munster	

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Strategic Director of Independent Living	24 Jun 2024	Home care electronic monitoring and finance system (CM2000) CM2000 is an electronic monitoring and finance system for commissioned home care and independent living services. The system will enable accurate monitoring of visits and payment for services delivered.	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards Contact officer: Laura Palfreeman Tel: 0208 753 1953 Laura.Palfreeman@lbhf.gov.uk	
Cabinet Member for Public Realm	June 2024	Transport for London LIP Programme Spending Submission 24/25 This report seeks approval from the Cabinet Member of Public Realm to accept the grant of £1,158,000 from Transport for London and to create associated income, capital and revenue budgets. All projects identified in the report align with the Mayors Transport Strategy and work towards progressing Hammersmith and Fulham Council's local air quality, public health and transport priorities.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards Contact officer: Ruby Jones ruby.jones@lbhf.gov.uk	
Strategic Director of the Economy Department	June 2024	Decision to acquire properties to support refugee resettlement - A This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): All Wards Contact officer: Joe Coyne joe.coyne@lbhf.gov.uk	

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	between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	Before 31 Jul 2024	Decision to acquire properties to support refugee resettlement - B This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	Before 31 Jul 2024	Decision to acquire properties to support refugee resettlement - C This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	

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Strategic Director of the Economy Department	Before 31 Jul 2024	Decision to acquire properties to support refugee resettlement - D This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	Before 31 Jul 2024	Decision to acquire properties to support refugee resettlement - E This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	Before 31 Jul 2024	Decision to acquire properties to support refugee resettlement - F This decision is one of several key decisions to enable the council to purchase properties to support refugee resettlement in line with the aims of the Refugee Housing Programme.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): All Wards	

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	between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Children and Education	June 2024	Children's Centre Consultation Consultation required before proposed changes are implemented.	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason:		Ward(s): All Wards	
Director Children's Services	June 2024	Behaviour and Reintegration Outreach Support Contract for the provision of behaviour outreach services in H&F to support improving future life chances for children and young people.	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason:		Ward(s): All Wards	

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Cabinet Member for Public Realm	14 Jun 2024	Development of Neighbourhood Improvements and Place Shaping Projects Capital Investment in the development of Neighbourhood Improvements and Place Shaping Projects that tackle a variety of issues such as safety, traffic, noise and air pollution, business growth, climate adaptation, rewilding, flood mitigation, lowering carbon, and well-being.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Cabinet Member for Public Realm	June 2024	Pavement Licence New legislation has been introduced to allow for the longer term provision of pavement licences. Report to be submitted containing recommendations on how to implement this licence.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Strategic Director of Finance	July 2024	Local Electric Vehicle Infrastructure (LEVI) Grant Acceptance Acceptance of the indicative LEVI grant allocation of £7.4m on behalf of the sub-regional partnership. Creation of associated income and expenditure accounts and administering of funds on behalf of the partnership as the lead	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Budg/pol framework		Ward(s):	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		authority.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	June 2024	Fulham Football Club construction compound To complete development the stadium Fulham FC require its licence to occupy part of Bishops Park for a works compound to be extended until 2025.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Palace & Hurlingham	

Corporate

Strategic Director of the Economy Department	June 2024	White City Central - Variation to the appointments of Mae, Curtins, 24 Acoustics, Make:Good and Farrer Huxley to include RIBA 3A This report concerns the proposed development of the site known as White City Central area ("site"). The report seeks the approval for the variation of existing contracts for stage RIBA 3A to assist in the procurement of the main contractor.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
Strategic Director of the Economy Department	June 2024	<p>Contract for the supply and installation of air to water source heat pump system</p> <p>We are proposing to let and award a contract for the supply and installation of air to water source heat pump system (s) at 105 Greyhound Road, W6 8NL and the Public Mortuary at 200 Townmead Road, SW6 2RE.</p>	Cabinet Member for the Economy	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Affects 2 or more wards		Ward(s): Sands End	
	Contact officer: Sebastian Mazurczak Tel: 020 8753 1707 Sebastian.Mazurczak@lbhf.gov.uk			
Cabinet Member for Housing and Homelessness	June 2024	<p>Contract Award Report - Consultancy Services Framework</p> <p>Contract award report in relation to the appointment of specialist external consultants to deliver professional services for the Economy Department covering: Multi-disciplinary services (such as Quantity Surveyors, Contract Administrators, Project Managers, Principal Designers including CDM Consultants/Advisors, Building Surveyors and Employers Agents including a combination of such services); Engineering Services (such as Mechanical & Electrical and Civil and Structural); Architectural Services; Clerk of Works Services; and Fire Consultancy Services.</p> <p>The Consultancy Services Framework Agreement comprises eight (8) lots and will run for a period of four (4) years.</p>	Cabinet Member for Housing and Homelessness	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/ income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
	Contact officer: Dominic D Souza Dominic.DSouza@lbhf.gov.uk			

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Leader of the Council	June 2024	Open Market Acquisition The authority to acquire residential properties to accelerate the delivery of genuinely affordable housing in the borough, to meet the urgent need for affordable housing.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
Cabinet Member for Housing and Homelessness	June 2024	Variations to Housing Repairs Contract Contract variation to existing housing repairs contract	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason:		Ward(s): All Wards	
Strategic Director of Finance	June 2024	Land and property-based ICT system contract extension Approval of a 12 month contract extension with existing provider IDOX to enable the data migration and new system configuration to take place	Cabinet Member for the Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital		Ward(s): All Wards	

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	up to 1.5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	<p>June 2024</p> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Parking Bailiff Enforcement Procurement Strategy</p> <p>This decision will be to sign off on the procurement strategy relating to the bailiff enforcement contract for outstanding Penalty Charge Notice (PCN) debt.</p>	<p>Cabinet Member for the Public Realm</p> <p>Ward(s): All Wards</p> <p>Contact officer: Bram Kainth, Gary Hannaway Tel: 07917790900, Tel: 020 8753 bram.kainth@lbhf.gov.uk, gary.hannaway@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Children and Education	<p>June 2024</p> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Procurement Strategy for Community Schools Programme Refurbishment Works</p> <p>To refurbish Lena Gardens and Mund St. sites to serve as decant locations for schools in the Community Schools Programme</p>	<p>Cabinet Member for Children and Education</p> <p>Ward(s): Avonmore; Addison; Brook Green; Ravenscourt</p> <p>Contact officer: Anthony Mugan Anthony.Mugan@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
Strategic Director of the Economy Department	June 2024	<p>Community Schools Programme – Variation to the appointment of Design Team (BPTW)</p> <p>Variation to existing contract for Design Team services (encompassing architectural design services) for the Community Schools Programme.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): Avonmore; Ravenscourt	
Deputy Leader	June 2024	<p>Direct Award of Contract for Minterne Gardens Extra Care Service</p> <p>The decision is to agree that the Contract with Housing 21 will start from February 2023 until 31st March 2027.</p> <p>The decision is to agree that the total value of the four-year Housing 21 Minterne Gardens contract is expected to be £3,919,566.</p> <p>The service is based on a core and flexi model which fits around resident's needs. This contract will provide a consistent and sustainable Extra Care Service for resident of the borough, which promotes independent living, enabling them to remain in their own home for as long as possible and reduces the need for more expensive residential care.</p>	Deputy Leader	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): White City; Wormholt	

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Strategic Director of the Economy Department	June 2024	<p>Decarbonisation of non-domestic properties (phase 2) - WOS - contract award</p> <p>Decision relates to the award of a Works / Optimisation Service (WOS) contract for retrofitting and decarbonising H&F assets (incl. replacement of gas boilers with ASHPs).</p> <p>This decision follows the procurement strategy taken to Cabinet on 18th July 2022 and the Cabinet report (requesting approval for authority to award the contract to be delegated to relevant the SLT Director, in consultation with the Cabinet Member) on 6th March 2023.</p> <p>The WOS contract will be used for the installation of Energy Conservation Measures (ECMs) at H&F non-domestic properties. The delivery of decarbonisation and retrofit projects will support the Council to achieve its net-zero carbon target and reduce carbon emissions in H&F.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		<p>Ward(s): All Wards</p> <p>Contact officer: Jonathan Skaife</p> <p>Jonathan.Skaife@lbhf.gov.uk</p>	
Cabinet Member for Housing and Homelessness	June 2024	<p>Procurement Strategy/Contract Award approval to Cablesheer to support with housing voids and repairs</p> <p>We are looking for both procurement strategy and contract award approval to direct award a 3 year contract to Cablesheer. The contract will instruct work orders to Cablesheer to support our term-service patch contractors with housing voids and repairs.</p> <p>This direct award will be through a compliant Construction Framework (The national framework partnership). The contract value will be for a maximum value of £4,500,000 over a 36 month</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		<p>Ward(s): All Wards</p> <p>Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk</p>	

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		duration. The contract will apportion the spend equally at £1,500,000 per annum.		
Cabinet Member for Housing and Homelessness	June 2024	<p>Approval to extend our roofing contract by 12 months.</p> <p>We seek approval to extend our existing contract with our roofing subcontractor. This contract currently supports our DLO by carrying out roofing repairs and maintenance works, on behalf of H&F Maintenance, our Direct Labour Organisation ('the DLO'). The DLO has responsibility for carrying out repairs to communal areas for most of our council housing stock. Due to the specialist nature of roofing works the DLO requires a subcontractor to carry out roofing repairs and maintenance works on its behalf.</p> <p>We initially procured this provider under a JCT measured term contract from the 16th of May 2022 until the 15th of May 2024. The original contract award allowed for a 12 month extension of the contract until the 15th of May 2025.</p> <p>We are seeking approval to action this extension of the contract until the 15th of May 2025.</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director for the Environment	June 2024	<p>Alternative Ecological Mitigation at Wormwood Scrubs Contractors Procurement</p> <p>This report is seeking permission for the council to approach the market and procure contractors for the implementation of the Alternative Ecological Mitigation (AEM) Masterplan capital works and 10 Year Management and Maintenance Plan (MMP) for Wormwood Scrubs.</p>	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): College Park and Old Oak	

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				Decisions reports will be published at the start of the 3-day call-in.
Deputy Leader	June 2024 Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m	Day Opportunities Direct Award Contract The purpose of this report is to approve a Direct Award to both Nubian Life and the Alzheimer's Society to the total value of £564,887. For both services, the contract ends on the 31st March 2023 and to ensure service continuity as well as planning a co-production project and tender in order that on the 1 June 2024 a revised service will be put in place.	Deputy Leader Ward(s): All Wards Contact officer: Laura Palfreeman Tel: 0208 753 1953 Laura.Palfreeman@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Director Children's Services	June 2024 Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m	Procurement Strategy for Temporary Classroom Unit at Woodlane High School Provision of 20 additional temporary spaces at Woodlane High Schools	Cabinet Member for Children and Education Ward(s): All Wards Contact officer: Anthony Mugan Anthony.Mugan@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Cabinet Member for Housing and Homelessness	June 2024	<p>Direct Award via the Southeast Consortium Framework for a Windows installation/replacement contractor</p> <p>We are seeking approval to compliantly direct award a 3 year, £3,000,000 windows installation and replacement contract via the Southeast Consortium Framework.</p> <p>This contract will provide the council with the additional capacity required to support our increasing work order demand within the repairs service.</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	June 2024	<p>Procurement of a Marquee for the refurbished Hammersmith Town Hall</p> <p>The Council is seeking to procure a marquee for the outdoor area of the rooftop bar and restaurant on Level 06 of the refurbished Town Hall</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	
Cabinet Member for the Economy	June 2024	<p>Procurement and Installation of Audio Visual Equipment, Desk Booking and Smart Technology within the refurbished Town Hall</p> <p>The Council is seeking to tender for works to procure and install the following:</p> <ul style="list-style-type: none"> - Audio Visual equipment - Desk Booking technology - Smart technology 	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): Hammersmith Broadway	

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	between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	<p>June 2024</p> <hr/> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Procure joinery works in relation to large Furniture and Fixtures at the refurbished Town Hall</p> <p>The Council is seeking to tender a joinery package for the provision of two large reception desks and a bar counter at the refurbished Town Hall</p>	<p>Cabinet Member for the Economy</p> <hr/> <p>Ward(s): Hammersmith Broadway</p> <hr/> <p>Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	<p>June 2024</p> <hr/> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Fulham Library & Macbeth Centre Roof Replacement</p> <p>Roof Replacement works</p>	<p>Cabinet Member for the Economy</p> <hr/> <p>Ward(s): Fulham Reach</p> <hr/> <p>Contact officer: Sebastian Mazurczak Tel: 020 8753 1707 Sebastian.Mazurczak@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Cabinet Member for Children and Education	June 2024	<p>GLA funding for Primary School Universal Free School Meals</p> <p>The Mayor for London announced £130 million of one-off funding to ensure all school children at publicly funded primary schools in London can receive free school meals for the academic year beginning in September 2023.</p> <p>The funding allocation for Hammersmith & Fulham is funding for schools to implement the meal provision for children in Key Stage 2 who are not otherwise eligible for free school meals..</p>	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	Before 24 Jun 2024	<p>Procurement of a works contract for Commercial office block lobby fit-out (Civic Campus)</p> <p>The existing build contract is for shell and core only. Work is required to fit-out the lobby area.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	
Strategic Director of the Economy Department	June 2024	<p>Procurement of furniture for Ground to floor 5 of the Civic Campus</p> <p>As part of the transition of the workforce to the Civic Campus, furniture is required in order to allow the workforce to continue to deliver the services it currently does.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Hammersmith Broadway	

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			v.uk	Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	<p>June 2024</p> <p>Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m</p>	<p>Approval to award contract for 6th Floor Terrace Landscaping Works (Civic Campus)</p> <p>The refurbishment of the Civic Campus building is currently underway. A contract is required to procure for the work on the roof garden, which will be on the 6th floor terrace.</p>	<p>Cabinet Member for the Economy</p> <p>Ward(s): Hammersmith Broadway</p> <p>Contact officer: Philippa Cartwright Philippa.Cartwright@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	<p>June 2024</p> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Procurement Strategy for the Linford Christie Changing room</p> <p>Demolition of Linford Christie Changing room and shower block and the provision of design, purchase and installation of six purpose-built WC, changing room and shower facility porta cabins for Linford Christie</p>	<p>Cabinet Member for the Economy</p> <p>Ward(s): College Park and Old Oak</p> <p>Contact officer: Sebastian Mazurczak Tel: 020 8753 1707 Sebastian.Mazurczak@lbhf.gov.uk</p>	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Strategic Director of the Economy Department	June 2024	Contract award for provision of disrepair and void works Contract award for the provision of disrepair works	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Strategic Director of the Economy Department	June 2024	Procurement Strategy for Garage Refurbishment Approval for the strategy to procure a contractor to deliver the Phase 3 programme of refurbishment works to garages on housing land.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Cabinet Member for Children and Education	June 2024	Procurement Strategy for Voucher Payment Solution Procurement Strategy for the provision of closed loop supermarket vouchers	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital			Ward(s): All Wards	

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	between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for the Economy	June 2024	<p>The Public Mortuary - Replacement of Air Cooled Chiller and Boilers with Air Source Heat Pumps</p> <p>The works will include for the Replacement of the existing Air-Cooled Chiller, gas fired boilers and hot water heaters with Air Source Heat Pumps, upgraded Air Handling Units, controls and associated electrical works.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): Sands End	
Cabinet Member for Finance and Reform	June 2024	<p>CONTRACT EXTENSION FOR VARIABLE DATA PRINTING SERVICES</p> <p>The Council's four-year contract for variable data print services ended on 30 November 2021. This contract included printing and mailing communications for several Council services, including revenues and benefits, housing and electoral services. These services continue to go through a programme of transformation, with a focus on improved digital delivery. A new two-year contract (with the option to extend for a further two years) was recommended to ensure short-term stability of service as this transformation is embedded and services focus on Covid recovery.</p>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	

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		<p>The contract was awarded to the current supplier, (Financial Data Management Ltd) who had performed well throughout the contract and continues to actively support the council in the delivery of a wide range of business-critical services. As such, and to ensure ongoing service delivery, an extension of a further 2 years as per the terms of the contract awarded in Nov 2021, is considered to be the most efficient and economically advantageous solution. The extension of the contract will be on the same terms and conditions as the current contract, where costs are incurred based on actual service volumes. This provides for the opportunity to reduce printing and mailing costs as the Council expands its' programme of digitalisation across these service areas.</p>		
Cabinet Member for Housing and Homelessness	<p>June 2024</p> <p>Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m</p>	<p>Procurement Strategy for Housing Lift Modernisation of Barton and Jepson House</p> <p>To maintain the lift service, it has been recommended that works to modernise the lift should be carried out. This will both improve the reliability of the lifts and reduce future running costs.</p>	<p>Cabinet Member for Housing and Homelessness</p> <p>Ward(s): All Wards</p> <p>Contact officer: Akeem Durojaye akeem.durojaye@lbhf.gov.uk</p>	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>

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Cabinet Member for Public Realm	June 2024	Smart Transport - Traffic Data Procurement To procure Smart Transport to handle the Parking departments on-street data collection needs.	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards Contact officer: Oscar Turnerberg Tel: 074 9854 2978 oscar.turnerberg@lbhf.gov.uk	
Cabinet Member for the Economy	June 2024	Strategy Report for Procurement of Energy - Flexible April 2025-2030 This strategy report requests approval for a new Energy Procurement for Housing Communal Landlord Supply & Corporate Properties for the period 2025-2030, as our current contracts are due to end 31st March 2025.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards Contact officer: Sebastian Mazurczak, Kal Saini Tel: 020 8753 1707, Tel: 0208 753 7937 Sebastian.Mazurczak@lbhf.gov.uk, Kal.Saini@lbhf.gov.uk	
Cabinet Member for Housing and Homelessness	June 2024	Short-Term Contract Variation to Council Repairs Contract (LOT 3) This report is seeking approval to temporarily vary the Mears Central Repairs contract. This variation will involve allowing for additional temporary supervisory and administrative	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and		Ward(s): All Wards Contact officer: Nick Marco-Wadey Tel: 07988490264 Nick.Marco-Wadey@lbhf.gov.uk	

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	Capital between £1.5m and £5m	support as well as an enhancement on the current contract rates. The variation will involve cost changes totalling up to £680,000. This will be a temporary variation for a 17-week period.		Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Housing and Homelessness	June 2024	Contract Award Report: Procurement Strategy – Electrical Lateral Mains Upgrade Works (22 Blocks) A decision is required for the award of a contract to the identified winning bidder in relation to the Electrical Lateral Mains Upgrade Works (22 Blocks). The estimated budget for this contract is £3,000,000.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director for the Environment	June 2024	Approval of Capital Spend for vehicles for waste, recycling, and street cleansing contract Approval for vehicle purchase to deliver waste services	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	

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Strategic Director, Chief Operating Officer, Corporate Services	June 2024	Extension of call off contract for the Portal, E forms & CRM system To approve the award to Granicus-Firmstep Limited of a two-year permitted extension to the existing call off contract. The total value of the contract to date is £850k. The estimated minimum value of this 2-year extension is £340k.	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	
Cabinet Member for the Economy	June 2024	Procurement and award of consultancy contract Procurement and award of a contract under a call-off procedure from "Yorkshire Purchasing Organisation 001141 Managing Consultancy and Professional Services Framework" to Reed Specialist Recruitment trading as Consultancy+ for the provision of professional consultancy services in relation to leisure and recreational infrastructure.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Strategic Director of the Economy Department	June 2024	APPOINTMENT OF SUPPLIER FOR FLEET TO THE IN-HOUSE REPAIRS SERVICE Procurement strategy and contract award report for a compliant direct award of a 3 year contract for fleet provision to the in-house repairs team. The value of the contract is estimated to be up to £450,000.		A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	

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				Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Strategic Director of the Economy Department	June 2024	Major Refurbishment of Derwent Court W6 Award of contract to carry out major refurbishment works to 1-10 Derwent Court W6. Works include new roof covering, new windows and doors, external wall insulation, and general fabric repairs and redecoration.	Cabinet Member for Housing and Homelessness	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Ravenscourt	
Cabinet Member for the Economy	June 2024	70-80 Lillie Road - Decision to Award Construction Contract The report recommends the award of contract to build the Lillie Road development project.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): West Kensington	

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Cabinet Member for the Economy	May 2024	<p>Decision to award a contract for the construction of the Farm Lane development</p> <p>The report recommends the award of contract to build the Farm Lane development project.</p>	Cabinet Member for the Economy	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Lillie	
Strategic Director of Finance	24 Jun 2024	<p>Procurement strategy for a works contract to carry out Special Educational Needs adaptations to a housing property</p> <p>Approval of this procurement strategy is required to source a contractor to undertake adaptations to a Council property. This paper outlines the proposal, associated funding and potential decant required. The proposal has been developed via collaboration between housing and children's services colleagues.</p>	Cabinet Member for Finance and Reform	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.</p>
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Wormholt	
Cabinet Member for Public Realm	June 2024	<p>Pan London Contract on the Future of Micro-mobility</p> <p>Authority to negotiate terms, agree charges and enter into contracts related to e-bike hire and e-scooter hire contracts .</p>	Cabinet Member for Public Realm	<p>A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet</p>
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital		Ward(s): All Wards	

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	between £1.5m and £5m			Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet Member for Public Realm	3 Jun 2024	Leisure Contract Variation Leisure Contract Variation	Cabinet Member for Public Realm	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
Cabinet Member for the Economy	June 2024	Procurement Strategy and Contract Award report for the Direct Award of contracts (via the consultancy services framework) to provide consultancy support for various schemes within the Housing Capital Programme The report asks for the following call-off approvals via the consultancy services framework: 1) A contract to Keegan Limited under the Council's 'Consultancy Services Framework Agreement' direct award procedure to provide multi-disciplinary services for proposed schemes at West Kensington and Lytton estates. This is valued at up to £252,320.	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): Avonmore; Fulham Town; Walham Green; West Kensington	

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		4. A contract to Pelling LLP under the Council's 'Consultancy Services Framework Agreement' direct award procedure to provide multi-disciplinary services for proposed schemes at Swan Court/Ravensworth Court and Arthur Henderson House/William Banfield. This is valued at up to £387,860.		
Cabinet Member for Finance and Reform	3 Jun 2024	<p>Digital Advertising Hoardings Overview</p> <p>An update on the status of the advertising portfolio</p> <p>PART OPEN PART PRIVATE</p> <p>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income - Revenue between £500,000 and £5m and Capital between £1.5m and £5m		Ward(s): All Wards	
CABINET - 3 June 2024				
Cabinet	3 Jun 2024	<p>LBHF Companies Report</p> <p>An update on LBHF companies.</p> <p>PART OPEN PART PRIVATE</p> <p>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act</p>	Cabinet Member for Finance and Reform	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	

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		1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		reports will be published at the start of the 3-day call-in.
Cabinet	3 Jun 2024 Reason: Affects 2 or more wards	Hate Crime Strategy 2024-2028 This report will present a new Hate Crime Strategy for Hammersmith and Fulham	Cabinet Member for Social Inclusion and Community Safety Ward(s): All Wards Contact officer: Laura Seamons, Beth Morgan Tel: 07786965292, Tel: 020 8753 3102 laura.seamons@lbhf.gov.uk, beth.morgan@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	3 Jun 2024 Reason: Affects 2 or more wards	Amendments to Fixed Penalty Notice charges to be issued by the Law Enforcement Team In a Cabinet report on 4 December 2017 the Council set the Fixed Penalty Notices charges (hereby referred to as FPNs) for Littering and Fly tipping offences, this report proposes some minor amendments to these FPNs and introducing an FPN charge for Household Waste Duty of Care offences. These FPNs are now issued by the Law Enforcement Team (LET). A summary of the changes can be found in this report.	Cabinet Member for Social Inclusion and Community Safety Ward(s): All Wards Contact officer: Mohammed Basith Mohammed.Basith@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Cabinet	3 Jun 2024	<p>Construction Contractor Procurement Strategy Budget and Request</p> <p>Procurement strategy for partner contractor for the Avonmore development project</p> <p>PART OPEN PART PRIVATE</p> <p>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): Avonmore	

CABINET - 15 July 2024

Cabinet	15 Jul 2024	<p>H&F Air Quality Action Plan 2024-2029</p> <p>Statutory Air Quality Action Plan for 5 year period, required as whole of H&F is within an Air Quality Management Area. Action Plan has been approved by GLA and DEFRA and now needs to be formally adopted.</p>	Cabinet Member for Climate Change and Ecology	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	

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Cabinet	15 Jul 2024	Grant Strategy for the launch of the Third Sector Investment Fund (3SIF) Analyses options for the future of funding to the local Voluntary and Community Sector (VCS) via the Third Sector Investment fund (3SIF).	Cabinet Member for Social Inclusion and Community Safety	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K		Ward(s): All Wards	
Cabinet	15 Jul 2024	Hammersmith Town Centre Supplementary Planning Document A supplementary Planning document to guide development in Hammersmith Town Centre	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
CABINET - 2 September				
Cabinet	2 Sep 2024	Special School Funding Special School Funding decision for provision in H&F.	Cabinet Member for Children and Education	A detailed report for all decisions going to Cabinet will be available at least five working days before the date
	Reason: Affects 2 or more wards		Ward(s): All Wards	

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			Tel: 07816 661199 Daryle.Mathurin@lbhf.gov.uk	of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	2 Sep 2024 Reason: Affects 2 or more wards	Retrofit Strategy The Retrofit Strategy will provide H&F with a detailed understanding of the required approach to achieve net zero carbon emissions by 2030 on the HRA stock. PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for Housing and Homelessness Ward(s): All Wards Contact officer: Rehan Khan rehan.khan@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	2 Sep 2024 Reason: Budg/pol framework	Digital Inclusion Strategy This report presents a new Digital Inclusion Strategy for the borough, which has been co-produced with council directorates and residents. Residents and voluntary and community sector (VCS) partners have been actively engaged and shaped the strategy through the Digital Accessibility Group.	Cabinet Member for Finance and Reform Ward(s): All Wards Contact officer: Tina Akpogheneta Tel: 020 8753 5748 Tina.Akpogheneta@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be

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				published at the start of the 3-day call-in.
Cabinet	2 Sep 2024 Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K	Procurement Strategy for Mental Health Supported Housing Procurement strategy for our mental health supported housing in borough contracts. PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Deputy Leader Ward(s): All Wards Contact officer: Michele Roberts, Julius Olu, Rebecca Richardson Tel: 020 8834 4734, Tel: 0208 753 8749, Tel: 07827879659 Michele.Roberts@lbhf.gov.uk, Julius.olu@lbhf.gov.uk, rebecca.richardson@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
Cabinet	2 Sep 2024 Reason: Expenditure/Income over £5m & policies or new income, reserves use, overspend over £300K	Travel Care Taxi Procurement Strategy This report seeks approval of the procurement strategy for Travel Care and Support Taxi Services from September 2025.	Cabinet Member for Children and Education Ward(s): All Wards Contact officer: Joe Gunning Tel: 07769672031 Joe.Gunning@lbhf.gov.uk	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.

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Cabinet	2 Sep 2024	<p>Civic Campus Commercial Leasing Strategy</p> <p>This report seeks approval of the commercial leasing strategy for entering into leases with proposed tenants of all of the refurbished and newly built commercial premises on the Civic Campus.</p> <p>PART OPEN PART PRIVATE</p> <p>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for the Economy	A detailed report for all decisions going to Cabinet will be available at least five working days before the date of the meeting. Cabinet Member Decisions and Officer Decisions reports will be published at the start of the 3-day call-in.
	Reason: Expenditure/Income above £300K - Revenue up to £500k and Capital up to 1.5m		Ward(s): All Wards	